OLD PARLIAMENT HOUSE
ANNUAL REPORT 2010–11

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OUR REF: OPH2011/0286

The Hon Simon Crean MP
Minister for Regional Australia, Regional Development and Local Government
Minister for the Arts
Parliament House
CANBERRA ACT 2600

Dear Minister

I am pleased to forward to you the annual report on the operations of Old Parliament House for the year ended 30 June 2011, as required under subsection 70(1) of the *Public Service Act 1999*, for your presentation to the Parliament.

I certify that this annual report has been prepared in accordance with s.70 of the *Public Service Act 1999* and the *Requirements for Annual Reports for Departments, Executive Agencies and FMA Act Bodies* approved by the Joint Committee of Public Accounts and Audit for 2010–11.

In addition, and as required by the *Commonwealth Fraud Control Guidelines*, I certify that I am satisfied that Old Parliament House has in place appropriate fraud control mechanisms to meet the agency's needs and comply with the guidelines.

Yours sincerely

Jenny Anderson
Director

14 October 2011

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CHAPTER 1
DIRECTOR'S REVIEW

REVIEW BY THE DIRECTOR

There is much to be proud of in reflecting on our achievements in the two years since the launch of the Museum of Australian Democracy, and in our third year as an executive agency.

The museum is now firmly established as a national cultural and collecting institution with a strongly defined brand and growing public awareness of its role. At the same time we continue to cherish the most important item in our collection, the wonderful heritage building which is Old Parliament House.

THE YEAR IN REVIEW

The first major corporate sponsorship of the museum was a highlight of the year. BHP Billiton has provided a substantial sponsorship package which, along with funding from the Australian Government's National Collecting Institutions Touring and Outreach Program, will facilitate a tour of our *Marnti Warajanga—we're travelling* exhibition to the Pilbara and Perth in 2012. Touring this community-based exhibition to such a distant location, along with its accompanying education program, called for a substantial investment by the museum, and we are excited at the opportunity to continue this involvement with Indigenous people in the Pilbara region. Theirs is an important story which needs to be told. We have also entered into a twelve-month sponsorship agreement with Foxtel's The History Channel, which will assist in increasing national awareness of the museum, and have also entered into an arrangement with the ABC which will see short films from our popular *Prime Ministers of Australia* exhibition broadcast on free-to-air TV.

The museum continued to attract strong levels of school visitation, with programs operating at almost full capacity, despite a slight fall in overall visitor numbers. The innovative use of Radio Frequency Identification Device technology in schools learning programs, enabling participants to better explore topics in an interactive mode through the use of technology, was well received by both students and teachers. This enables multi-purpose use of our previous large investment in interactive media in the exhibition galleries, and is a pioneering example of such an approach in Australia. We continued to strengthen links with other organisations through our activities to foster research and study, and again welcomed Australian Prime Ministers Centre fellows and summer scholars to the museum.

Ms Jenny Anderson, Director.
Photo - OPH Collection

Enhancement of key areas of the building was a focus of the year. This included major improvements to disabled access, conservation of the King's Hall floor, and a substantial maintenance project on the building's external render, which was at risk of separating from the underlying brick structure. As always, the challenge was to undertake such major works in sensitive heritage zones while maintaining our operations with minimal disruption to visitors and activities. This was a challenge our staff and contractors successfully met.

Other highlights of the year included the refreshing of exhibitions; involvement with the ACT's first *Enlighten* festival, with a number of special programs and nightly illumination of the building; and participation in both local and national tourism awards. We were winners in the Canberra and Capital Region 'Heritage and Cultural Tourism' category.

As an executive agency we continued to perform well under the usual governance arrangements for such bodies, delivering a full range of visitor services and programs within budget and achieving good audit and compliance outcomes. The dedication and perseverance of staff in successfully meeting these goals is greatly appreciated.

A new enterprise agreement for the agency was negotiated and finalised. Negotiations progressed quickly and smoothly, and the agreement was developed in a spirit of consultation and cooperation. I would like to express my thanks to all participants, particularly the core negotiation team of staff and management representatives.

As ever, we value the support of the Old Parliament House Advisory Council, whose members are tireless advocates for the museum. Their views, feedback and suggestions have been of invaluable assistance in shaping our initiatives. I would particularly like to welcome new members who joined in 2010–11.

Our volunteers continued to assist in delivering informative tours of Old Parliament House, as they have done ever since we reopened to the public in 1992. Several also continued to work with the oral history program, conducting interviews and writing time-coded summaries of interviews. We have introduced many changes in recent years, and the continued support of the volunteers throughout this period has been both invaluable and deeply appreciated.

THE OUTLOOK FOR THE FUTURE

Our programs are now at a stage where we can review our initial range of activities and assess what changes and improvements need to be made. This process began during the year, as illustrated by the exhibition review activities outlined in the report. I expect this process to continue in the coming year, together with a focus on growth in our outreach and online activities and improvements in the visitor experience.

We are committed to meeting the expectations of our audience and other stakeholders. I look forward with optimism to the continued growth of our programs and future development of the museum as a national cultural attraction and heritage site of international and national significance.

Jenny Anderson
Director

October 2011

The Old Parliament House building is illuminated as part of Canberra's *Enlighten* festival.
Photo – Adam McGrath

CHAPTER 2
AGENCY OVERVIEW

OVERVIEW

ESTABLISHMENT

Old Parliament House was established as an Executive Agency under the *Public Service Act 1999* on 1 July 2008. It forms part of the Prime Minister and Cabinet portfolio.

ROLE AND FUNCTIONS

From its opening in 1927, the building now known as Old Parliament House was the provisional home of the federal parliament for 61 years. After the parliament moved to the permanent Parliament House, in 1988, the building was temporarily closed.

When Old Parliament House reopened to the public, in 1992, it served as a museum showcasing aspects of Australian political, social and parliamentary history. In 2009, the mission and scope of the museum were substantially expanded, and it was relaunched as the Museum of Australian Democracy at Old Parliament House.

The role of the agency is twofold:

- to be the Museum of Australian Democracy at Old Parliament House and to ensure that its audience is able to enjoy, appreciate and understand the role of democracy in Australia
- to conserve Old Parliament House as a significant national heritage site, and conserve the building and the heritage collections for future generations.

The Strategic Plan 2009–12 sets out the agency's vision, direction, goals and objectives, as follows:

VISION

To celebrate, debate and experience the journey of Australian democracy.

MISSION

We are committed to fulfilling this vision and providing an inspirational experience for our audiences by:

- engaging with them to enrich their understanding of Australia's past, present and future democracy
- providing a range of dynamic and engaging programs relevant to our vision
- managing, conserving, interpreting and presenting our heritage building and its collections.

OBJECTIVES

We will achieve our mission by:

- increasing on-site, online and outreach visitation and access to high-quality, interesting and entertaining exhibitions, tours, interpretation, education programs and other activities
- continually expanding our role and activities in telling the story of Australia's past, present and future democracy through the ongoing management and continuing development of the Museum of Australian Democracy, including the Australian Prime Ministers Centre
- ensuring the building is maintained, conserved and capable of sustainable use in accordance with legislative obligations and the highest heritage standards
- implementing effective governance arrangements, planning structures and staffing capability.

VALUES

We are committed to:

- upholding the values of the Australian Public Service—we are accountable and responsible for our decisions and actions
- providing the highest quality service in everything we do
- inclusiveness through diversity of participation, thought and action
- even-handedness, fairness and impartiality in our treatment of subjects and issues
- the national significance of the site and collections through best practice conservation
- our people and their personal and professional development.

OUTCOME AND PROGRAM STRUCTURE

The agency's outcome and program structure is set out in the 2010–11 Portfolio Budget Statements for the Prime Minister and Cabinet portfolio. The outcome, programs and measures of performance used in this annual report do not differ from those set out in the Portfolio Budget Statements. The report on performance shows a clear relationship between the targets set out in the Portfolio Budget Statements and the results achieved in 2010–11.

In 2010–11, the agency's single outcome was delivered through Programs 1.1 and 1.2, as shown in Figure 1.

GOVERNANCE FRAMEWORK

Minister

The Hon Simon Crean MP became the responsible minister for the agency on his appointment as Minister for the Arts in September 2010. Prior to that, Senator the Hon Joe Ludwig was the responsible minister as Cabinet Secretary and Special Minister of State.

The Hon Simon Crean MP, Minister for the Arts. *Photo – Auspic*

Figure 1 Outcome and programs, 2010–11

Outcome 1
An enhanced appreciation and understanding of the political and social heritage of Australia for members of the public, through activities including the conservation and upkeep of, and the provision of access to, Old Parliament House and the development of its collections, exhibitions and educational programs.

Program 1.1—Conservation and maintenance of Old Parliament House

The objectives of this program are to:

- manage the heritage values of Old Parliament House
- ensure the ongoing conservation of the site.

Program 1.2—Develop and present Old Parliament House as a major museum of political, parliamentary and social history

The objectives of this program are to:

- increase awareness of the new role of OPH as a museum exploring the past, present and future of Australian democracy
- be acknowledged as a pre-eminent and innovative cultural institution
- extend OPH's profile and partnerships with other cultural institutions, academics and cultural innovators.

Advisory Council

The Advisory Council provides expert advice to the minister and senior management on the agency's role, functions and activities.

The council met four times in 2010–11, and provided advice, suggestions and input on managerial and operational issues both in the course of meetings and out of session. Members also participated in expert advisory groups on agency projects and represented the organisation.

Advisory Council members are drawn from a range of relevant backgrounds and areas of expertise, and are appointed by the minister. Three new members were appointed during 2010–11: Ms Susan Mackay, Professor Philip Chubb and Ms Natasha Stott Despoja. Mr William McInnes continued his three-year term as Council Chair.

The council's membership over the course of the year is described in Appendix B (page 139).

EXECUTIVE MANAGEMENT GROUP

The Executive Management Group provides the agency with strategic and operational leadership. The group consists of:

- Ms Jenny Anderson, Director—Ms Anderson has been Director since the agency was established on 1 July 2008. Her responsibilities, as set out in s. 66 of the *Public Service Act 1999*, include:
  - managing the agency
  - ensuring accountability to the government, parliament and public
  - assisting the minister in fulfilling accountability obligations to provide factual information, as required by the parliament, in relation to the agency's operation and administration
  - overseeing corporate governance and determining strategic priorities in consultation with the two Deputy Directors and senior managers.

Advisory Council , 2010-11 left to right – Ms Sue Mackay, Ms Susan Ryan, Associate Professor Philip Chubb, Mr William McInnes (Chair), Mr Paul Calvert, Ms Natasha Stott Despoja, Professor Kate Darian-Smith (Absent – Dr Dawn Casey). *Photo – OPH Collection.*

- Mr Andrew Harper, Deputy Director, Corporate and Heritage—Mr Harper's responsibilities relate to the delivery of Program 1.1, and include:
  - human resources management
  - finance services and procurement
  - corporate governance policies and operational procedures in areas such as occupational health and safety, internal audit, business continuity, fraud control and risk management
  - information and communications technology, including website management
  - heritage management, including meeting obligations under the *Environment Protection and Biodiversity Conservation Act 1999* and managing the heritage collection
  - the conservation, security and upkeep of the building, including capital works
  - tenant liaison and contracts
  - secretariat support for the Advisory Council
  - records management.
- Ms Kate Cowie, Deputy Director, Interpretation and Programs—Ms Cowie's responsibilities relate to the delivery of Program 1.2, and include:
  - development and delivery of exhibitions, including travelling exhibits, public programs and events
  - interpretation of the heritage values of Old Parliament House
  - provision of visitor services, schools and community education programs, and online programs and content
  - operation of the Australian Prime Ministers Centre and associated scholarship programs
  - collection development
  - marketing and evaluation
  - the volunteers program.

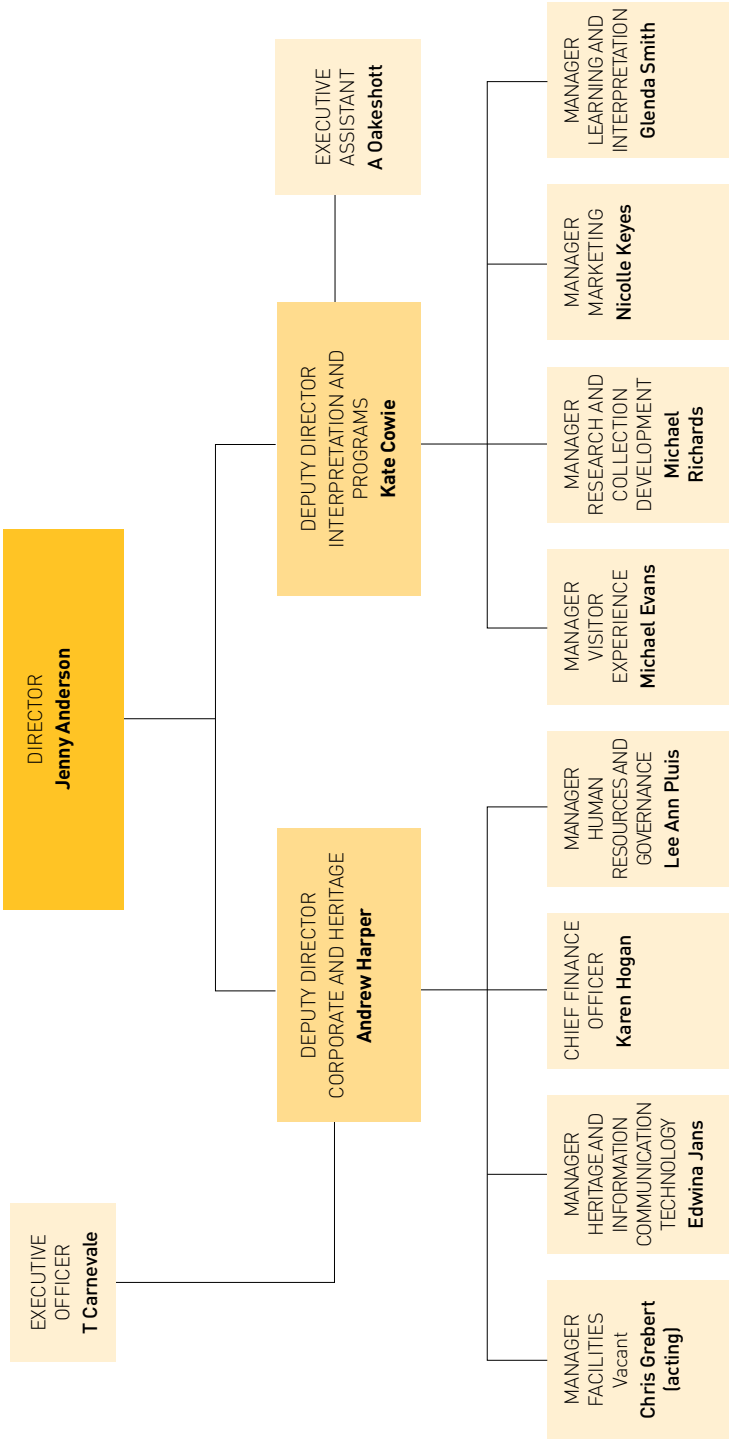
ORGANISATIONAL STRUCTURE

Figure 2 (page 10) sets out the organisational structure of the agency and identifies the senior managers responsible for each area.

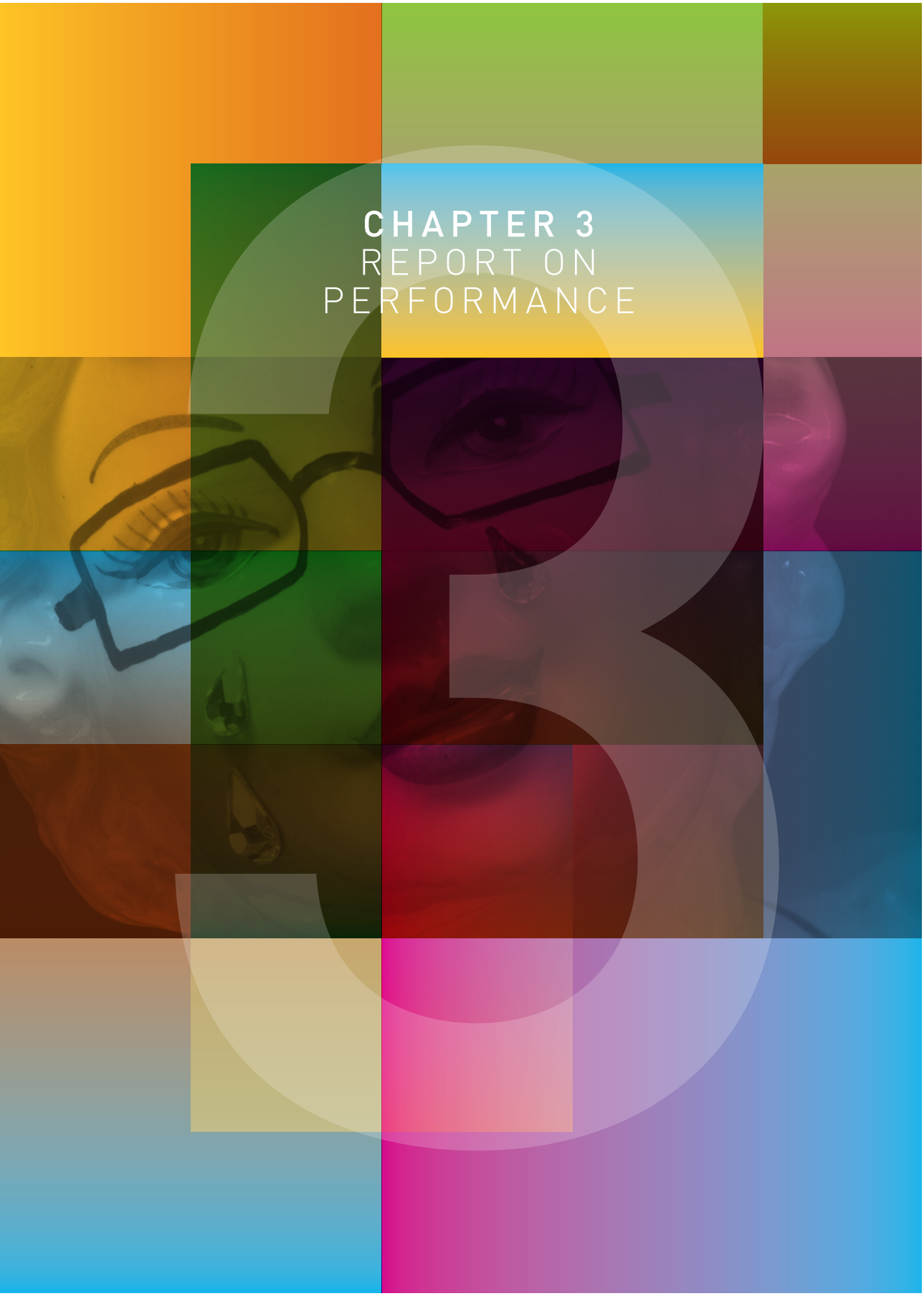
MATTERS ARISING SINCE THE END OF THE YEAR

No matter or circumstance arose after the end of 2010–11 that significantly affected or may significantly affect the agency's operations or financial result in future years.

Figure 2 Organisational structure at 30 June 2011



CHAPTER 3
REPORT ON PERFORMANCE



PERFORMANCE REPORT FOR PROGRAM 1.1

Program 1.1 ensures that the Old Parliament House building continues to be appropriately maintained and developed, relevant capital works are carried out, and necessary services are provided. Such activities ensure that the museum's programs and activities can be undertaken while the building's heritage values are conserved.

Table 1 demonstrates that the performance measures for Program 1.1, as set out in the 2010–11 Portfolio Budget Statements, were met to a high degree.

Table 1 Summary of Program 1.1 results against key performance indicators, 2010–11

Program 1.1—Conservation and management of Old Parliament House	
Key performance indicators	**Result**
Objective: Manage the heritage values of OPH	
All relevant parties (staff, volunteers, contractors and tenants) attend heritage awareness training.	Fully achieved
All proposed actions likely to have a significant adverse impact on the building's heritage values are assessed by the Actions Committee and signed off by the delegate.	Fully achieved
All proposed new collection items for the Heritage and Associated Collections are assessed by the Acquisitions Committee and approved by the delegate.	Fully achieved
Continued development of an ongoing Storage Management Plan.	Fully achieved
Implementation of the new Integrated Pest Management Plan.	Fully achieved
Objective: Ensure the ongoing conservation of the site	
Continue an ongoing program of building maintenance, with key priorities in 2010–11 to include: • upgrading of the membrane and pavement of the building's front terraces.	Fully achieved
Continue an ongoing program of heritage conservation works, with key priorities in 2010–11 to include: • implementation of the main floor carpet and floor coverings conservation schedule (including revised approach to management of King's Hall floor), to commence by November 2010 • conservation of the Senate Club Room, leather furniture on main floor and original drawings of the building and furniture, to be completed by May 2011.	Fully achieved

Program 1.1—Conservation and management of Old Parliament House	
Key performance indicators	**Result**
All projects scheduled for commencement or completion under the Heritage Impact Management Program for 2010–11 are undertaken by June 2011.	Fully achieved
Changes from the previous year in the key performance indicators were due to: • replacement or modification of indicators dealing with particular programs of work in 2009–10 to reflect priorities in 2010–11 • some adjustment of previous targets to reflect subsequent results and expectations • general refinement or clarification of wording.	Changes were successfully implemented

The following text provides a detailed report of performance against the 2010–11 key performance indicators for Program 1.1.

MANAGING THE HERITAGE VALUES OF OLD PARLIAMENT HOUSE

HERITAGE AWARENESS TRAINING

Heritage awareness training for staff, tenants and contractors is a requirement of the agency's Heritage Management Plan, and promotes cooperation with and respect for the plan's heritage objectives.

The training, which has been continually improved since its introduction, ensures that people working on site are aware of heritage issues and obligations, and of ways to minimise their impact on the fabric of the building and its collections.

In 2010–11, relevant training was provided for 460 contractors, 118 agency staff (including refresher training), 42 volunteers (including refresher training) and 118 staff of building tenants. Visiting school groups were also instructed in ways to preserve the heritage values of the building.

HERITAGE ACTIONS COMMITTEE

The Heritage Actions Committee discusses and determines appropriate measures for proposed actions and activities in and on the building and its curtilage, in accordance with the Heritage Management Plan and the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act).

The committee meets fortnightly to discuss proposals, make recommendations (including on whether to seek independent advice), and provide input to ensure that decisions and actions will not have any significant adverse impact on heritage values. The committee's membership is shown in Table 7 in Chapter 4 of this report (page 52).

Under its terms of reference, if the committee determines that the impact of an action proposal is not potentially adverse, the proposal may be approved by the internal delegate. However, should the committee consider that a proposal may, or is likely to, have a significant adverse impact on the listed heritage values of the place, it can refer the proposal to the Minister for Sustainability, Environment, Water, Population and Communities (or the minister's delegate) for approval, under ss. 26 and 28 of the EPBC Act. The referral process is administered by the Department of Sustainability, Environment, Water, Population and Communities.

The committee assessed 27 proposals in 2010–11. Of these:

- 22 were approved by the internal delegate after being assessed as having no adverse impact on the site's heritage values
- five were declined or deferred awaiting further information.

COLLECTION MANAGEMENT

The agency's Collection Management Policy and Procedures cover objects being accessioned, conserved, stored, displayed and accessed.

Acquisitions and loans

In accordance with the Collection Management Policy and Procedures, the Acquisitions Committee assesses all proposals for new acquisitions for the collections, and all acquisitions and disposals are approved by the appropriate delegate. The committee's membership is shown in Table 7 in Chapter 4 of this report (page 51).

The committee approved the addition of 235 objects to the collection in 2010–11. Details of key acquisitions are shown in Table 4 in the performance report for Program 1.2 (pages 33-35).

In 2010–11, the agency processed 65 loans of items: 26 new loans, 24 returned loans and 15 renewed loans.

Stocktake

The agency counts all assets annually to ensure the accuracy of data, to check impairment and to meet our stewardship responsibilities. This involves two processes:

- stocktake of the heritage furniture
- stocktake of the remaining departmental and administered assets.

The heritage furniture stocktake involves counting over 3,600 items; a team of up to 20 staff members from across the agency is involved in the process. The agency plans to improve the efficiency of this process by introducing electronic asset-tagging technology.

Effective stocktaking continued to improve the quality and accuracy of the agency's collection data. The 2010–11 stocktake saw the counting of 3,651 objects from the Heritage and Associated collections, with small teams of two or three staff members working together to confirm that items were in their recorded locations.

Online records

A new project with dedicated staff resources has commenced to publish object records on the museum's website. Each record includes an image, title, accession number, description, dimensions, history and statement of significance. A total of 311 records were published online in 2010–11 and the listing will be expanded as resources allow.

Storage

The short-term Collection Storage Scoping Plan was developed, examining the current storage of the collection and how it aligns with storage needs. The plan uses a risk management framework, identifying risks to both the collection and staff, and provides a suggested implementation schedule to mitigate or treat the risks. The implementation schedule covers the four years from 2011 to 2015.

A condition assessment of the heritage doors in the newly relocated door store was undertaken in 2010–11. Each door was visually assessed by a conservator to identify any problems associated with its storage and/or physical condition. A list of recommendations for future storage and conservation was outlined in the conservators' report.

Pest management

As part of its risk management framework, the agency implemented an Integrated Pest Management Plan in 2010–11, to counter the ongoing threat posed by pests which can damage collection material. The plan seeks to keep the Old Parliament House building and its related off-site storage areas free of pests, through monitoring, good housekeeping, building maintenance and eradication.

Pest management activities in 2010–11 included:

- monitoring of 90 'blunder traps' located around the building
- an anti-pest spray of the building, with additional sprays of the Senate press offices and the storage areas, and of the off-site storage area in Fyshwick, Australian Capital Territory
- refresher training for staff in pest awareness and identification
- cross-agency collaboration to design a new pest management contract, to ensure a comprehensive and coordinated approach to pest management.

ENSURING THE ONGOING CONSERVATION OF THE SITE

CAPITAL WORKS PROGRAM

The capital works undertaken in 2010–11 mainly reflected the implementation of the agency's Life Cycle Cost Plan 2007–22. The plan sets out projects, with indicative costs, for the conservation, refurbishment and cyclical maintenance works required to maintain the building.

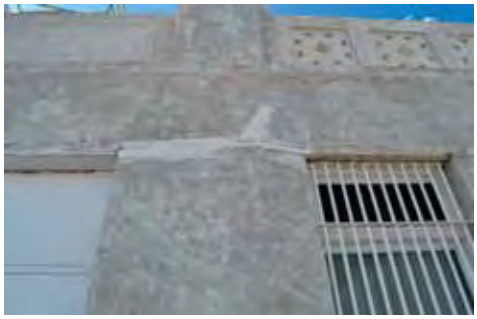
All works were planned and undertaken within the requirements and guidelines of the Heritage Management Plan, ensuring that the building is maintained and developed in accordance with its heritage significance.

Two major projects that commenced in 2009–10 were completed in 2010–11:

- refurbishment of the front stairs and lower entry—this project greatly improved access to the building, particularly for people with disabilities, with the installation of a new lift and the resealing and tiling of the steps
- installation of closed circuit television—this project replaced the building's security system, moving to a fully digital video management system. The project involved the replacement of all existing cameras and significantly increased camera numbers, improving overall internal and external security.

The render project on the external facade commenced in 2010–11, and is planned to be carried out in five stages through to 2014–15. This work covers all walls, soffits, piers and balustrades, terraces and access bridges on the rear facade of the building. It includes reattaching render, replacing sections of it and repairing the surfaces.

As part of the project, the museum and heritage consultants researched the original design intent and finish in order to select an appropriate modern equivalent paint system. The new paint system has a low sheen level, is UV stabilised, and has a high capacity to breathe. This means the paint will keep surface water out but allow any moisture which enters the building fabric by other means to escape. The new system will enhance the appearance of the building and require minimal maintenance for 15 years or more. All products were selected for their low environmental impact.

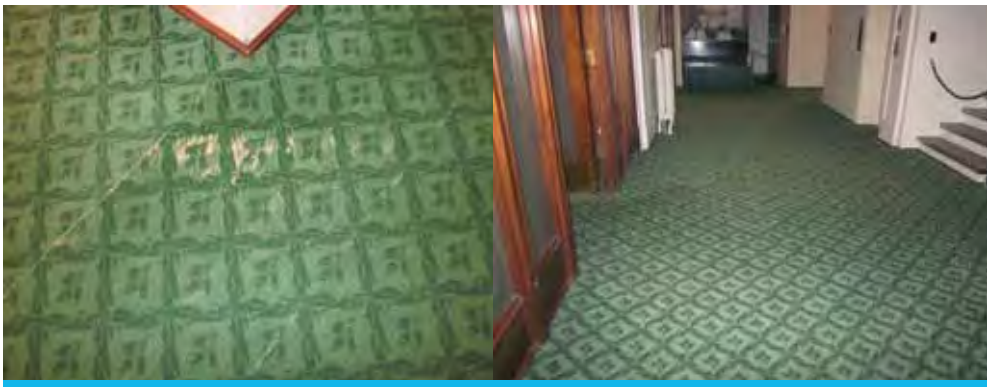


Rear render refurbishment: Top: refurbishment work to the external facade – render after paint removal. Bottom: Refurbishment work to the external facade – building surface after removal of failed render. *Photos – OPH collection*

Other projects undertaken during 2010–11 covered a wide range of areas and activities, including:

- replacement of lighting in the House of Representatives and Senate chambers
- fire services enhancements
- installation of new exit signs and emergency lighting
- replacement of light well decking
- roof upgrades
- replacement of flooring and minor refurbishment of the catering kitchen
- installation of supplementary mechanical services
- rebuilding sections of the House of Representatives and Senate terrace stairs
- installation of reproduction Axminster carpet on the House of Representatives main floor.

These works were managed either by in-house program managers or by project managers and architects engaged through approved providers. The majority of works were undertaken by firms on the agency's Minor Works and Consultancy Services panels. Where specialist expertise required to undertake particular tasks was not available through panel arrangements, appropriate tender processes were used.



Reproduction Axminster carpet on the main floor of the House of Representatives wing
LEFT – carpet before replacement; RIGHT – carpet after replacement. *Photos – OPH Collection*

CASE STUDY:

HOLLY TREE RELOCATION

During the year, works were undertaken to re-line damaged drains at the front of the Old Parliament House building.

A high-pressure water jet was used to remove obstacles such as tree roots, silt and debris from the drains. Where blockages occurred, a closed circuit television (CCTV) survey was undertaken to determine the cause and check the structural integrity of the pipe work in the area. The survey showed that in some instances the earthenware pipes were fractured, missing segments or in danger of collapse.

In one particular area, under the Senate committee room portion of the building, the pipe appeared to have collapsed. Further CCTV investigation revealed a significant break—in fact, no connecting pipe was locatable. Over time, stormwater-generated soil erosion had created a significant void that extended back to the footings of the building and contained sheets of corrugated iron, bricks and what appeared to be building rubble.

A holly tree was sitting directly above several cubic metres of empty space. Removal of the tree was essential to allow necessary repairs to the pipes; however, the tree was included in the heritage-listed curtilage of Old Parliament House.

Following advice from an expert arborist, the agency decided to attempt to temporarily relocate the tree while the repair work was undertaken, and return it to its original location when the work was completed.

Careful preparations were undertaken to minimise risks to the life of the tree. Measures included injecting the tree with an anti-shock treatment and reducing the size of its root ball. As an extra precaution, grafts were also taken to be used for propagation should the tree fail to survive.

The delicate removal operation was preceded by digging a one metre trench around the tree, allowing metal pipes to be inserted beneath it. The tree was then carefully removed by crane and temporarily relocated while the necessary works were carried out.

The tree was returned to its original location by crane once the works were complete.

The tree survived its relocation unscathed, and is healthy; and the vista of the building is unaltered.

The measures taken were in accordance with the agency's Heritage Management Plan, and provide an excellent example of the special issues that may arise in effective property maintenance within a heritage context.

Photos – OPH Collection

CONSERVATION PROJECTS

A number of substantial projects were undertaken to conserve and protect the building and collections during 2010–11.

Members' Bar

The Members' Bar forms part of the Members' Dining Room area, which is leased to a commercial operator for use as a function venue. A conservation project to repair, clean and stabilise elements in the bar was undertaken to safeguard the heritage fabric and facilitate the ongoing use of the bar. In particular:

- delaminated areas of the black rubber bar surface were re-adhered with a waterborne contact adhesive, and gaps at the edges of the surface were filled with a black acrylic caulk to protect the masonite underlay from damage
- perspex shelf covers were installed and the redundant sink was covered with clear perspex to prevent inadvertent use while ensuring that it remains visible
- all timber elements were cleaned, shellac was applied where varnish losses had occurred, and a microcrystalline archival wax was applied to all timber surfaces to seal and protect them
- the brass bar footrest was stripped, polished and lacquered to reduce tarnishing.

President of the Senate corridor

The linings of the corridor walls in the President of the Senate's area were installed during the early 1950s in preparation for the visit of Queen Elizabeth II to Australia. They consist of linen-covered (adhered) panels, with timber veneer skirting boards and door jambs. During the year they were cleaned using brush vacuuming, dry cleaning and solvent cleaning techniques. The wooden elements around the architrave and skirting boards were treated with isinglass, wax and shellac.

Furniture

Eleven fragile leather-upholstered easy chairs and lounges from the Senate Opposition Party Room were conserved, using a technique that improves the deteriorated internal structure of the furniture while keeping the aged outer layer of leather. This resulted in more structurally sound chairs with increased longevity.

A project was commenced in response to the gradual deterioration of the fabric of heritage dining chairs in use in the Dining Room functions area. There are 242 dining chairs in the collection; the agency determined to display the best six examples, store the 50 next best examples, and restore the remaining 186 chairs for use. In the first stage of the project, completed in 2010–11, 70 of the chairs in the worst condition were restored, with newly upholstered seats and replacement timber joinery as needed. These chairs are now available for use within the building. The project will continue in 2011–12.

Asbestos removal

Contractors removed and disposed of doors containing asbestos, as well as friable asbestos rope from heritage ovens in the Old Kitchen area of the building. The Environmental Asbestos Survey and Management Plan 2010 was updated following the removal.

CASE STUDY:

KING'S HALL AND ADJACENT AREAS FLOOR REFURBISHMENT

King's Hall was once the venue for the exchange of information and discussion of political issues by parliamentarians, journalists, public servants, staff, lobbyists, constituents and visitors. Today, King's Hall plays a vital role in the orientation of visitors to the museum and its activities. In 2011, major work was carried out to restore the timber floors in this area to their original appearance.

The current parquetry floor in King's Hall was laid in 1959 as a repeat of the original 1927 timber and pattern. The darker timber is jarrah and the lighter timber is silver ash. In 1959 the jarrah would have had a warm red-brown colour and the silver ash would have been almost white.

Over time, the floor became much darker through use and the reaction between the layers of protective wax and light; the jarrah became dark brown, the silver ash appeared yellow and the entire floor had a high-gloss finish.

Conservation reports recommended stripping the wax protective coating and refinishing the floor, but indicated that there was only sufficient timber left to allow a very limited number of sanding processes before the floor would have to be turned or replaced.

From mid-May, King's Hall and the building's foyer were closed to the public so that the necessary work could be undertaken. The majority of the museum and its exhibits remained open via alternative access points, with the main entry and reception point moving to the eastern terrace at the front of the building.

A range of sealing techniques were evaluated and it was determined that a waterborne polyurethane finish would provide the best long-term protection. The timber floor was cleaned to remove loose dirt, then sanded to remove built-up layers of wax and tung oil. Four layers of new finish were applied; each layer was applied to a perfectly clean surface and left to dry before being buffed in preparation for the next layer.

In mid-June, King's Hall was re-opened, and work continued on the adjacent timber floors and the foyer. At the completion of the project, approximately 800 square metres of floor had been treated by removing 250 kilograms of sawdust and applying 320 litres of floor finish.

As well as restoring the floor to its original appearance, the new surface coating means that in future the floor will not have to be sanded every time the protective finish needs to be reapplied. The result is that the heritage flooring will last well into the future, and generations of Australians to come will be able to enjoy it.

Since King's Hall is a major thoroughfare, it was inevitable that the removal of access during the conservation work would be disruptive. The project required close cooperation across the agency to identify alternative access routes, inform visitors and staff and plan interpretive, education and function activities around access. This cooperation enabled the project to be carried out effectively and with minimal impact on the visitor experience.

Without such consultation and cooperation, this project would not have had such a successful conservation outcome. It was an excellent example of management and maintenance of a public area within a heritage building and successfully extending the life of heritage fabric.

The restored King's Hall floor. *Photo – OPH Collection*

PERFORMANCE REPORT FOR PROGRAM 1.2

Program 1.2 ensures that the agency develops, implements and maintains relevant programs, activities, online services, promotions and research in order to improve visitors' understanding and appreciation of Australia's past, present and future democracy.

Table 2 demonstrates that the majority of performance measures for Program 1.2, as set out in the 2010–11 Portfolio Budget Statements, were met to a high degree.

Table 2 Summary of Program 1.2 results against key performance indicators, 2010–11

Program 1.2—Develop and present Old Parliament House (OPH) as a major museum of political, parliamentary and social history	
Key performance indicators	**Result**
Objective: Increase awareness of the new role of OPH as a museum exploring the past, present and future of Australian democracy	
Increase museum visitation by 6,000 visitors each year.	Not achieved
Maintain a positive ratio of media coverage.	Fully achieved
Increase website use by 5 per cent each year.	Fully achieved
100 per cent of reference inquiries are responded to within 10 working days of receipt by the APMC.	Fully achieved
Maintain the APMC fellows and scholars program, with selection by a panel comprising representatives from academies, relevant professional and collecting institutions including OPH, and recipients undertaking projects in accordance with APMC guidelines.	Fully achieved
Objective: Be acknowledged as a pre-eminent and innovative cultural institution	
Continue provision of on-site education programs for 80,000 school students, with a satisfaction rating by teachers of 95 per cent.	Program provision mostly achieved Satisfaction fully achieved
Innovative Radio Frequency Identification Devices program assessed by user groups as an effective education tool.	Fully achieved
Maintain general visitor satisfaction levels at or above 85 per cent in 2010–11, rising to 90 per cent by 2011–12.	Fully achieved
Increase number of collection items on display or otherwise accessible by 2 per cent in 2010–11.	Fully achieved

Program 1.2—Develop and present Old Parliament House (OPH) as a major museum of political, parliamentary and social history	
Key performance indicators	**Result**
Objective: Extend OPH's profile and partnerships with other institutions, academics and cultural innovators	
Establish at least two partnerships in 2010–11.	Fully achieved
Establish two collaborative projects in 2010–11, and maintain this level in out years.	Fully achieved
Record 10 oral histories in 2010–11 in partnership with the National Library of Australia, and maintain this level in out years.	Fully achieved

Voting rights, electoral reform, referenda and the Australian election day experience are explored in *Living Democracy. Photo – OPH Collection*

The following text provides a detailed report of performance against the 2010–11 key performance indicators for Program 1.2.

INCREASING AWARENESS OF THE ROLE OF THE MUSEUM IN EXPLORING THE PAST, PRESENT AND FUTURE OF AUSTRALIAN DEMOCRACY

VISITATION

As shown in Table 3, total visitation for 2010–11 was 247,202. Although both on-site visitation and total visitation decreased in comparison to results for 2009–10, visitation to travelling exhibitions and outreach programs significantly increased.

Table 3 Trends in annual visitor numbers, 2008–09 to 2010–11

	2008–09	2009–10	2010–11
On-site visitors:			
• School programs	72,591	81,079	76,749
• Exhibition areas	102,864	107,278	94,664
Subtotal	*175,455*	*188,357*	*171,413*
Change since previous year	*–15.7%*	*7.4%*	*–9.0%*
Travelling exhibitions and outreach programs	10,945	5,488	14,111
Change since previous year		*–49.9%*	*157.1%*
Functions facilities	73,612	74,947	61,678
Total	**260,012**	**268,792**	**247,202**
Change since previous year	**N/A[a]**	**3.4%**	**–8.0%**

a Not applicable, because 2008–09 was the museum's first year as an Executive Agency.

On-site visitor numbers in 2010–11 were affected by:

- an overall decrease in visitation to the Australian Capital Territory and Canberra attractions, which had a negative impact on visitation to exhibition areas
- the introduction of paid parking adjacent to the Parliamentary Zone, which reduced the availability of free parking for museum visitors
- a decrease in patronage of externally contracted function facilities, including the cafe.

As Figure 3 shows, the proportion of visitors who accessed the museum through travelling exhibitions and outreach programs almost tripled in 2010–11. The museum focused strongly on activities in this area during the year.

Figure 4 provides a breakdown of on-site visitation by visitor origin for the past three reporting periods. It shows a relative increase in visitation by local residents, while reflecting the general decrease in interstate and international tourist numbers experienced across the Australian Capital Territory in 2010–11.

Figure 3 Breakdown of total visitation, by activity, 2008–09 to 2010–11

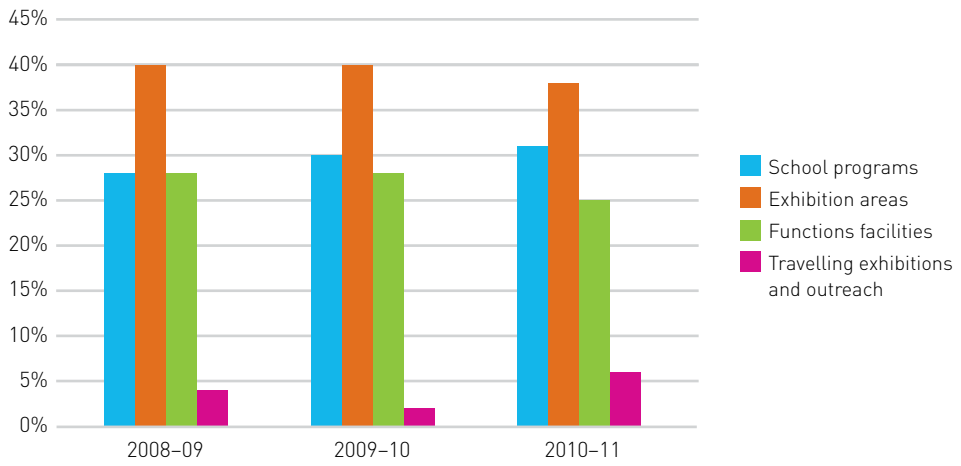
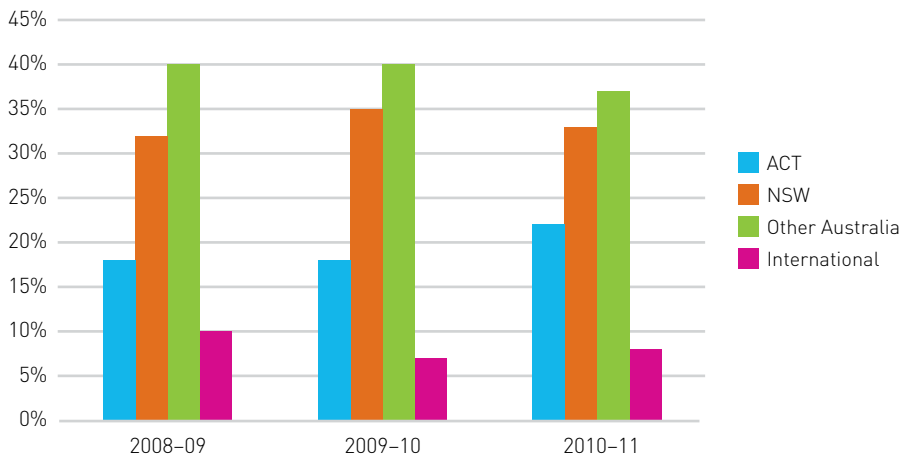


Figure 4 Proportion of exhibition visitors, by place of residence, 2008–09 to 2010–11



The museum's exhibitions feature filmed interviews with over 20 Australians on how they contribute to their communities, highlighting the breadth of ways in which we participate in a democracy. *Photo – Stefan Postles*

Among the 729 visitors to the museum's exhibitions who completed exit surveys in 2010–11:

- more than 71 per cent were aged 40 years and over
- 83 per cent were first-time visitors
- 80 per cent spent 1–3 hours experiencing the museum.

WEBSITE

In 2010–11 the agency's website (*moadoph.gov.au*) received 199,475 visits.

The number of website visits reported in the 2009–10 Annual Report was 246,301. In 2011, the agency determined that visits to the site by 'web-scraping' software had been included in the count of visits by human users, inflating the total. When the visits attributed to web-scraping were removed, the number of visits for 2009–10 was reduced to 164,790.

In comparison to the modified 2009–10 figure, website visitation grew by 34,685, an increase of 21 per cent, in 2010–11.

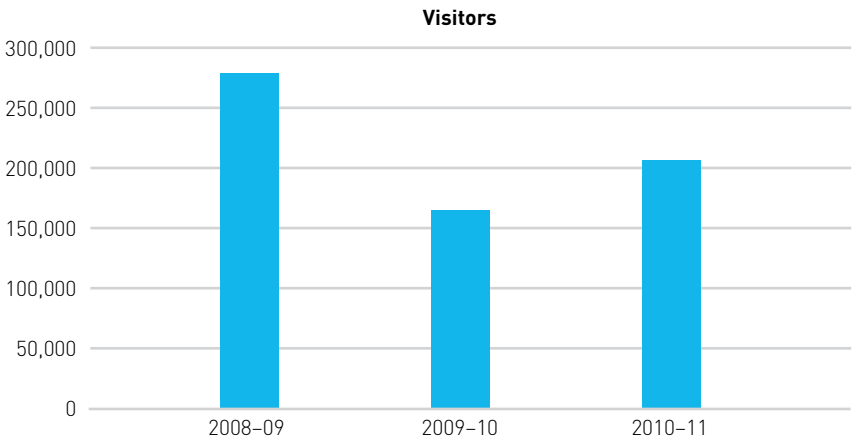
Other than the front page, the most visited part of the website was the *Petrov Affair* section (*moadoph.gov.au/exhibitions/online/petrov*), with 41,207 visits. The *Billy Hughes at War* online exhibition (*billyhughes.moadoph.gov.au*) was also popular, with 25,600 visits. The pattern of use indicates that students are using these web resources when studying related topics at school.

The website underwent accessibility and usability testing in March 2011. The recommendations from that testing have been incorporated in a site redesign scheduled to be implemented in July 2011.

In June 2011, the Documenting a Democracy website (*foundingdocs.gov.au*), previously hosted by the National Archives of Australia, was transferred to the agency. In that month, 7,428 hits were recorded on the Documenting a Democracy website.

Figure 5 shows trends in visits to the agency's website over three reporting periods.

Figure 5 Website visitation, 2008–09 to 2010–11



Note: The total for 2010–11 includes 7,428 visits to the Documenting a Democracy website, which was transferred to the agency from the National Archives of Australia in June 2011.

The *Songs of Influence* interactive allows visitors to select and listen to songs of protest, celebration and commemoration. *Photo – Stefan Postles*

PROMOTION AND MEDIA COVERAGE

The agency's marketing initiatives in 2010–11 aimed to increase public awareness and maintain on-site visitation through public relations, advertising and social media activities.

Monitoring indicated that the agency's media coverage in 2010–11 was equivalent to $5 million worth of advertising space. It included 988 press, broadcast and internet stories and achieved a 99.8 per cent positive ratio of media coverage, with only two negative media items during the year. Online surveys indicated that general public awareness of the museum increased by 6 per cent during the year.

The advertising undertaken in 2010–11 included television, press and print, and focused on promoting public programs and temporary and permanent exhibitions, and the museum's participation in Australian Capital Tourism's *Enlighten* festival. Advertising of the *Behind The Lines: The Year's Best Cartoons 2010* exhibition contributed to an increase of 13 per cent in visitation between December 2010 and January 2011. The advertising campaign for *Enlighten* contributed to an increase of 6,864 visitors to the museum during the festival period.

An online 'teaser' campaign aimed at increasing awareness of democracy and the museum was developed and commenced in 2010–11. It uses online and outdoor advertising to generate online conversations around the theme of democracy, which are tracked through an online monitoring system. This system allows the agency to find out how many people engage with the campaign and to assess the success of the campaign messages in generating online conversations.

The campaign has been received positively by the online audience and the media, in Australia and overseas. It is scheduled to conclude on 8 August 2011; the high levels of interest and debate generated so far indicate that it will be highly successful in meeting its performance objectives.

The outcome of internal branding activities conducted in 2009–10 was evaluated in 2010–11. The agency carried out 'mystery shopping' evaluations through random telephone calls to staff and on-site observations of how floor staff and volunteers interact with visitors to the museum.

Examples of 'teaser' images used in the museum's social media awareness campaign. *Images designed by Draftfcb Melbourne*

While generally positive, the findings identified some areas of improvement that will be addressed in next year's branding initiatives.

The agency continued to collaborate on activities within the Australian Capital Territory tourism sector, such as the *Enlighten* festival, and was a member of various tourism bodies, including the National Capital Attractions Association, the Canberra Convention Bureau and the Tourism Industry Council (ACT and Region).

The museum won the 2010 Canberra and Capital Region Tourism Awards category of 'Heritage and Cultural Tourism'. Old Parliament House previously won this award in 2003–04 and 2004–05. These awards provide an opportunity to showcase the best of the region's tourism operators and encourage and reward tourism excellence.

Two major partnerships that will increase the museum's exposure were established in 2010–11. The museum entered into a major sponsorship agreement with Foxtel's The History Channel. The agreement achieves the agency's aim of reaching a national audience and raising awareness of the museum. The agency also entered into a deed of distribution with the ABC for distribution of a number of short films on former Australian prime ministers. This agreement will see the films which are exhibited in the museum's *Prime Ministers of Australia* exhibition being broadcast across a wide variety of electronic mediums by the ABC.

Details of 2010–11 expenditure on advertising and market research, provided as required under s.311A of the *Commonwealth Electoral Act 1918*, are in Appendix K (page 159).

AUSTRALIAN PRIME MINISTERS CENTRE ACTIVITIES

The Australian Prime Ministers Centre (APMC) aims to:

- raise public awareness of Australia's prime ministers
- support access to prime ministerial material in archives, libraries and other collections
- provide a national focus for prime ministerial research and scholarship.

In meeting these objectives in 2010–11, the APMC provided a public research centre and reference service, collaborated with institutions holding prime ministerial material, and managed a research program.

Research and reference services

The centre meets the research and information needs of staff, volunteers, researchers and visitors by providing research assistance and access to a wide range of material on Australia's democracy. It is open to the public five days a week and offers a remote inquiry service.

The Governor-General visits the *Prime Ministers of Australia* exhibition, accompanied by the Director, Ms Jenny Anderson, and the museum's Manager of Visitor Experience, Mr Michael Evans.
Photo – Stefan Postles

Over the course of 2010–11 the APMC was visited by 3,000 people. The centre's reference desk handled 280 inquiries, and 110 remote inquiries were responded to by telephone or email. The target response time of 10 working days was achieved in all cases. Inquiries received during the year related to Australia's democracy, general political history, the building, prime ministers and former parliamentarians.

In July 2010 the APMC's monograph collection was made accessible to a wider audience via *Trove*, the National Library of Australia's online discovery service for Australian collections. In May 2011 more than 600 entries were added to the existing 6,000.

The *Prime Facts* series of information leaflets on prime ministers and related topics in Australian parliamentary history was expanded to include titles for leaders of the opposition. In 2010–11, visitors to the building took approximately 112,000 copies of *Prime Facts*, and a further 13,000 copies were downloaded from the museum's website.

Collaborative activities

The APMC collaborates with other research and collecting agencies that hold significant collections of source material on Australia's prime ministers. The main collaborative activity during the year was the coordination and provision of secretariat support for the annual Round Table of Prime Ministerial Research and Collecting Agencies. The primary aim of this group is to foster cooperation and collaboration among member agencies in such areas as collection development, travelling exhibitions and public programs.

Research program

The APMC research program provides a national focus for research and scholarship on the history of Australia's democracy, with a focus on prime ministers.

The program has two categories: Fellowships, which support research by established scholars and cultural practitioners; and Summer Scholarships, which encourage students to develop an interest in prime ministerial studies at the beginning of their careers.

Applications are assessed by an independent selection panel comprising representatives from academic institutions, cultural agencies and the museum. Recipients receive funding to undertake research, as well as access to office space, meeting rooms, research assistance and the collection.

Five fellows and four summer scholars were supported in 2010–11. Details of the recipients and their research are listed in Appendix D (pages 144-145).

Fellows and summer scholars submit a report on their research projects for publication on the museum website. Fellows are also required to make progress towards an academic, creative or bibliographic outcome which may be completed at any time during or after the scholarship period.

Works which were published in 2010–11 that drew upon the outcomes of previous years' fellowships included:

- *Stanley Melbourne Bruce: Australian Internationalist*, a biography by Dr David Lee (2007–08 and 2008–09 Fellow), which was published in June 2010
- *William Hughes: Australia*, a biography by Professor Carl Bridge (2008–09 Fellow), which was published in April 2011
- *Prime ministers at the Australian National University: An archival guide*, a guide to resources on Australian prime ministers held in the Australian National University Archives and the Noel Butlin Archives of Business and Labour, co-authored by Mr Michael Piggott (2008–09 Fellow) and University Archivist Ms Maggie Shapley, which was published in May 2011
- *Dancing with the Prime Minister*, a documentary on the Indigenous debutante ball held in 1968 and attended by then Prime Minister John Gorton, by Dr Anna Cole (2009–10 Fellow), which was aired on ABC Television in August 2010
- 'Was John Curtin the best prime minister?', an essay by Dr John Hirst (2009–10 Fellow), which was published in *Looking for Australia*, a book of his collected essays, in August 2010
- 'The religious beliefs of Australia's prime ministers', a paper by Professor John Warhurst (2009–10 Fellow), which was presented at the Melbourne College of Divinity Centenary Conference, July 2010; and a related paper published in the online magazine *Eureka Street* in November 2010
- 'Forming a bilateral pattern? Menzies and Nehru's foreign policy', a paper by Dr Auriol Weigold (2009–10 Fellow), which was presented at the Indian Association for the Study of Australia conference in Goa in January 2010; and a related paper published in *Australian Institute of International Affairs Policy Commentary* in August 2010.

In 2010–11, the summer scholars spent six weeks in residence pursuing their research projects. They also submitted reports on their researches for publication on the museum's website at *moadoph.gov.au/prime-ministers/research-program/recent-research/*.

Since the program's inception, 28 fellows and 11 summer scholars have been supported. Several have maintained contact with the APMC through use of the research centre, visits to the museum, attendance at public events, correspondence and active participation in museum programs. In order to foster and formalise continuing relationships with the APMC and the museum, an alumni network will be formed in 2011–12. A seminar and evening event, attended by representatives from each year of the program, was held in June 2011 to mark the formation of the network.

The 2010–11 summer scholars Dawn Bolger, Meggie Hutchison, Tom Caunce and Ben Rankin. *Photo – OPH collection*

Inaugural APMC research and scholarship program alumni dinner, June 2011.
From left: Ms Jenny Anderson (museum), Professor John Warhurst (APMC Fellow 2009–10), Dr Lindy Edwards (Fellow 2009–10), Dr David Lee (Fellow 2007–08, 2008–09), Mr Paul Dalgleish (Selection Panel), Mr Paul Davey (Fellow 2010–11), Dr Lyndon Megarrity (Fellow 2010–11), Mr Michael Richards (museum), Dr Alan Roberts (Selection Panel), Ms Linda Macfarlane (museum), Mr Sam Malloy (Fellow 2010–11), Dr Auriol Weigold (Fellow 2009–10). *Photo – OPH collection*

CASE STUDY:

PRIME MINISTERIAL HOMES

Since it commenced, in 2007, the Australian Prime Ministers Centre's research and scholarship program has supported 28 fellowship projects to foster research into, and raise awareness of, the lives, achievements and governments of Australia's prime ministers.

One of the five research projects supported by the program during 2010–11 was a comparative study of three former homes of prime ministers that now operate as house museums—the Chifley Home in Bathurst, New South Wales (the Rt Hon Ben Chifley), Home Hill in Devonport, Tasmania (the Rt Hon Joseph Lyons), and the Curtin Family Home in Perth, Western Australia (the Rt Hon John Curtin). The project was undertaken by Mr Sam Malloy, Coordinator of the Chifley Home.

Mr Malloy examined the historical, family and personal values of all three homes, as well as their importance as cultural and heritage sites. He focused on four main aspects of prime ministerial home life: family, time-out, working from home, and life at home before becoming prime minister.

Mr Malloy found that the homes of the three prime ministers were simple and humble, representative of the homes of ordinary working-class Australians during the 1930s and 1940s. The space for working from home was sometimes just a desk in the corner of the living area, placing the prime minister at the heart of family life while engaged in national matters.

The objects left behind by the prime ministers tell the story of their values, interests and achievements. For example, Mr Chifley kept a model aeroplane, which included a container for his pipe, matches and tobacco, in pride of place in the dining room. Mr Lyons' set of golf clubs was recently returned to Home Hill.

Mr Malloy also studied the differences in the current operations of the three house museums. The Chifley and Lyons homes are regularly open for access. The Curtin home has an annual season of open days and small-scale events, and provides accommodation for visiting scholars, writers and artists.

The outcome of Mr Malloy's research project was a report which was shared with all three house museums. Mr Malloy intends to also use his research as the basis for a travelling exhibition and an illustrated publication.

John Curtin at home with his wife Elsie, and children John and Elsie, 1937. *Image courtesy of John Curtin Prime Ministerial Library. Records of the Curtin Family. The Curtin family, 24 Jarrad St Cottesloe. 1937. JCPML00376/40*

Mr Sam Malloy in the sitting room of the Chifley Home, Bathurst, 2011. *Photo courtesy of Sam Malloy*

BEING ACKNOWLEDGED AS A PRE-EMINENT AND INNOVATIVE CULTURAL INSTITUTION

SCHOOLS LEARNING

The agency delivers a range of on-site, online and outreach programs to students and teachers from around Australia. Schools program attendances accounted for 45 per cent of the museum's on-site visitation for 2010–11.

Satisfaction ratings were high in 2010–11: 98 per cent of teachers and 97 per cent of students surveyed gave overall ratings of 'good' to 'excellent'. These results were compiled over an eight-month period of external independent evaluation and support the findings of previous internal evaluations.

All on-site schools learning programs are facilitated by museum staff. Presenters undertook ongoing training throughout the year, including monthly team communication and training sessions.

The on-site programs were enhanced by several new initiatives, including:

- completion of the first stage of a refreshment of the School Orientation Space to better reflect the expanded role of the museum since its launch in 2009
- streamlined booking procedures to improve the efficiency and quality of customer service
- maintenance and development of the extensive prop collection for program use
- cross-agency cooperation to review and modify the impact of school groups in heritage spaces, to ensure best heritage practice
- a review and update of the role-play components of the *Who's the Boss?* program
- refining the *Decisions 3sixty* learning program and associated staff training.

An online learning resource to support the travelling exhibition *Marnti Warajanga—we're travelling* was developed during the year, and will be trialled in the Pilbara region of Western Australia in July 2011. The results of the trial will be incorporated into the learning resource, which is expected to be launched in late 2011. It is the museum's first Indigenous-based learning resource and was developed in close collaboration with the team at the Wangka Maya Pilbara Aboriginal Language Centre.

CASE STUDY:

2010 NATIONAL HISTORY CHALLENGE

Since 2007, the museum has been a sponsor of the National History Challenge. Convened by the History Teachers' Association of Australia, the annual competition invites school students all over Australia to demonstrate their historical research skills.

Students submit entries exploring the theme chosen for the year, using primary and secondary sources to produce an essay, performance, multimedia piece or three-dimensional model.

National History Challenge winner Damian Staveley with Ms Jenny Anderson. *Photo – David Shaw. Used with permission of the History Teachers' Association of Australia*

The theme for the 2010 challenge was 'Celebrations, memories and history'. Entries were received from primary and secondary schools across all states and territories; 337 schools registered and 4,755 students submitted entries.

As one of the sponsoring cultural institutions, the museum invited students to focus on Australian prime ministers. The Australian Prime Ministers Centre research facility was a rich resource that students could draw upon when choosing their subjects.

One of the museum's education officers, Ms Rebecca Kellett, assisted with the judging process. The process emphasised and rewarded high-quality research, the use of community resources and effective presentation.

On 23 November 2010, the National History Challenge awards ceremony was held at Parliament House. The Minister for School Education, Early Childhood and Youth, the Hon Peter Garrett MP, and the Minister for Veterans' Affairs, the Hon Warren Snowdon MP, presented the awards. Also participating were representatives from the sponsoring cultural institutions, including the museum's Director, Ms Jenny Anderson.

The national winner in the museum's sponsored category of Australian prime ministers was Year 12 student Damian Staveley of Albany Creek State High School in Queensland. Damian's essay *The times, they are a-changin'* is about former prime minister the Hon Gough Whitlam. The essay and other winning entries from the museum-sponsored category are available for download from the museum's website at *moadoph.gov.au/learning/national-history-challenge/2011/*.

The museum's ongoing involvement with the history challenge is a highly effective means of encouraging the study of Australian democracy among school students. The competition is also an excellent vehicle for raising awareness of the museum and its programs and activities, as it is promoted to over 10,000 schools around Australia.

Students from the ACT's Yarralumla Primary School participating in museum education programs. *Photo – Leigh Hutchinson Photography*

Lake Ginninderra College (ACT) students using RFID technology. *Photo – Andrew Taylor (copyright EDM Studio)*

SCHOOLS VISITATION LEVELS

Schools visitation numbers decreased by 5 per cent in 2010–11, to 76,749, from a record high of 81,079 in 2009–10. Visitation numbers were affected by:

- much greater overlap between school holidays and parliamentary sitting weeks than in 2009–10, resulting in reduced school visitation demand
- a decrease in schools visitation across the Australian Capital Territory in September and December 2010 (as demonstrated in *Report of the Size and Effect of School Excursions to the National Capital, 2010*, published by the Centre for Tourism Research at the University of Canberra)
- limitation of schools visitation to Monday to Friday working hours, which reduced timeslots available for schools programs. This measure was introduced in mid-2009–10, but its impact was greater in 2010–11 because it applied to the full year.

RADIO FREQUENCY IDENTIFICATION DEVICES

The museum's very popular education programs *Who's the Boss*, for years 5–8, and *Our Voices, Our Choices*, for years 9–12, use radio frequency identification (RFID) devices as part of the student experience. RFID technology, which was first introduced in the museum in 2009–10, enables students to explore and interpret the content and activities in the permanent exhibitions in a more personalised, interactive way. The two programs, which became fully operational in August 2010, have proved highly successful.

As part of an external evaluation, 115 teachers and 146 students who participated in RFID-assisted programs were surveyed. The response was overwhelmingly positive:

- all teachers were 100 per cent satisfied with the program, and 81 per cent rated the program as 'excellent'
- a representative sample of visiting students (as agreed to by external evaluators) gave the program an overall approval rating of 100 per cent, and 52 per cent rated it 'excellent'.

Comments from students and teachers included:

- 'I enjoyed all of the interactive computers and the information gained. I learnt that voting is a huge part of democracy.' (Year 5–7 student)
- 'I loved the touchscreens, and I learnt that New Zealand was the first country to allow women to vote.' (Year 8–10 student)
- 'The touchscreens were very enjoyable for the students and I thought it was a great way to begin.' (teacher)
- 'Excellent! I thought the use of technology and interaction was very appropriate.' (teacher).

The museum continued to develop a post-visit 'RFID takeaway' for schools groups that have visited the museum. This online facility enables teachers to use the activities and content experienced by the students during the RFID program back in the classroom.

In October 2010, the RFID program was a joint winner in the Education/Public Programs category of the IMAGinE Awards. These awards celebrate

the achievements and diversity of the museum and gallery sector in the Australian Capital Territory and New South Wales.

OUTREACH LEARNING ACTIVITIES

The museum conducts outreach activities to share knowledge and skills with both teachers and the wider museum sector. Examples of activities and programs in 2010–11 included:

- three on-site familiarisation sessions for visiting interstate teachers and an outreach familiarisation in Newcastle, New South Wales
- familiarisation sessions for the ACT History Teachers' Association and Australian National University cultural studies students
- papers presented to the annual conferences of the History Teachers' Association of Victoria and Museums Australia
- paper presented at the Australasian Parliamentary Educators Conference
- staff attendance at the Building Bridges for Historical Learning: Connecting Teacher Education and Museum Studies national symposium
- staff attendance at the Museums Australia Memories and Ethics symposium
- ongoing support for civics and citizenship programs, including the annual Australian Capital Territory Schools Constitutional Convention and National Schools' Constitutional Convention
- staff participation as officer bearers of the Museums Australia Education National Network committee
- membership of the Parliamentary and Civics Education Rebate Advisory Committee, the National Capital Education Tourism Project Board and the National Capital Civics Education Group.

VISITOR SATISFACTION

The museum seeks comments from visitors by conducting exit surveys and inviting visitors to provide written feedback through feedback forms and visitor books.

This year 300 exit surveys were conducted. Some of the findings were:

- 92 per cent of visitors gave a 'very satisfied to excellent' rating to the quality of the experience
- 58 per cent of visitors said that the 'experience was better than expected'
- 63 per cent of visitors indicated that 'their knowledge of Australian democracy had increased' due to their visit
- 99 per cent of visitors advised that they would recommend the museum to friends, relatives or colleagues.

Three Client Service Charter forms were received in 2010–11. Two provided positive comments on the quality of the museum. The third was a comment relating to difficulties in accessing tenants located in the building. This was dealt with verbally when the comment was made, and consideration for improving access has been included in the scope of the visitor experience plan being developed by the museum.

COLLECTION DEVELOPMENT

The museum is building a unique collection of material that relates to political movements in which Australia or Australians played a part, or that places Australia's history as a democracy into a global context.

All proposed additions to the collection are assessed by the Acquisitions Committee and approved by the delegate. Notable additions to the collection during the year included:

- a brooch worn by Her Excellency Ms Quentin Bryce, Governor-General of the Commonwealth of Australia, when she swore in the Hon Julia Gillard MP as Prime Minister on 24 June 2010

The Governor-General and the museum's Director Ms Jenny Anderson view the brooch donated by Ms Bryce. *Photo – Stefan Postles*

- three photographs showing the Rt Hon Sir Edmund Barton at the Colonial Conference and related social occasions in London in 1902
- a medal awarded to English suffragette Charlotte Blacklock by the Women's Social and Political Union in the United Kingdom, for being force-fed during a prison term for militant actions carried out in the cause of women's suffrage, in 1912
- a rare board game, Pank-a-Squith, advocating the vote for women in the United Kingdom, from 1909
- several important British political manifestos from the eighteenth and nineteenth centuries.

A detailed list of 2010–11 acquisitions is at Table 4.

Table 4 New collection items, 2010–11

Description	Date
Acquisitions: Australian political and parliamentary history	
'Australia's Commonwealth'. Two medallions produced for the Australian pro-federation campaign.	1898 and 1899
A large wooden ballot box with provenance to the South Australian Legislative Council.	Late 19th century
Three photographs showing the Rt Hon Sir Edmund Barton at the Colonial Conference and related social occasions in London.	1902
An intaglio photogravure of Tom Roberts' painting 'Opening of the First Parliament of the Commonwealth of Australia'.	1903
Photographs of the first three judges of the High Court: the Rt Hon Sir Edmund Barton, the Rt Hon Sir Samuel Griffith and the Hon Richard O'Connor.	1903
An 'Eight Hour Day' union badge. The badge was presented to members of the Melbourne Eight Hours Committee, and commemorates the marches held each year to celebrate the eight-hour working day.	1911
Three photographs of the Rt Hon Andrew Fisher, taken at the ceremony for the naming of Canberra as the federal capital.	1913
A number of photographs of the Rt Hon Joseph Lyons, with provenance to the Lyons family.	1930s
Bust of the Hon Jack Lang, inscribed 'The People's Champion Mr Lang'.	1932
'For Organisation And Struggle To Lighten The Workers' And Farmers' Burdens! Vote Communist'. A Communist Party of Australia campaign poster from the 1934 federal election.	1934
Two framed and signed photographs of the Rt Hon Sir Robert Menzies, gifts from Menzies to Sir Charles and Lady Hannah Lloyd Jones.	1940 and 1958
A cinema slide promoting the Service Party of Australia used during the 1946 federal election.	1946
Several original drawings by Noel Counihan, including: *For a clean sweep in the new year* (original cartoon dated 1953), a cartoon depicting the electoral defeat of Menzies and the Liberal–Country Party government by a united front of the ALP and CPA; *War or Peace* (portfolio of 12 linocuts, dated 1950); and *Demonstrator* (study for a group of woodcuts and linocuts, dated 1978).	Various

Description	Date
Photograph by RC Strangman of the unveiling of the statue of King George V at the front of the Provisional Parliament House.	1953
Speakers from the public address system used by the Hon Don Cameron in his successful election campaigns for the federal Division of Griffith (Queensland) in 1966 and later years.	1960s
A badge stating 'NSW welcomes President Johnson'. Lyndon Johnson was the first United States President to visit Australia.	1966
A badge stating 'Vote Yes for Aborigines', developed for the 1967 referendum which asked Australians to endorse a constitutional change giving the Commonwealth the power to make laws specifically in relation to Indigenous people and removed the section of the Constitution prohibiting Indigenous people from being counted in the census.	1967
A baseball-style cap used by ALP booth workers at the 2007 federal election, signed by the Hon Kevin Rudd MP and the Hon Julia Gillard MP.	2007
A range of other books, pamphlets, posters and other ephemera on Australian political history, both current and retrospective, acquired for the research collection.	Various
Acquisitions: the journey of democracy	
A Commonwealth of England sixpenny coin, minted after the victory of the anti-Royalist forces in Parliament during the English Civil War.	1653
A rare first-edition essay admonishing voters who would sell their votes for cash or other considerations at general elections, entitled 'An address to all the voters in Great-Britain, in relation to the oath which they may be obliged to take at the ensuing General Election ...' Written in 1754 by 'a Country Clergyman'.	1754
'A discourse on the love of our country'. This rare speech, celebrating England's Glorious Revolution of 1688 as the foundation of constitutional government, is widely seen as one of the major statements on the nature of civil liberty of the eighteenth century.	1789
'Reform in Parliament: Proceedings of the Electors of the City and Liberties of Westminster', published in London. This is a rare pamphlet, with details of speeches made at a public meeting demanding parliamentary reform in Great Britain.	1810
A print depicting the Tolpuddle Martyrs of the 1830s returning to Britain after being transported to Australia for forming what was, in effect, one of the first trade unions to protest about the worsening economic conditions for agricultural labourers in the south of England.	c.1836
The Trial of Feargus O'Connor, published in Manchester, United Kingdom. This is a rare book with verbatim accounts of the trial of 59 Chartists at Lancaster on charges of sedition, conspiracy, tumult and riot.	1843
'The Chinese Question in Australia, 1878–79' by L. Kong Meng, Cheok Hong Cheong and Louis Ah Mouy. This is a rare original pamphlet advocating the cause for Chinese settlement in Australia and presenting the Chinese case against immigration restrictions.	1879
A 'Federation of the World' token. One of a series issued by the Melbourne bookseller EW Cole to promote issues such as racial equality, universal brotherhood and, in this case, world government.	c.1890

Description	Date
Votes for Women, a British suffragette periodical run in five folio volumes bound in green and purple. The most important British suffragette periodical, *Votes for Women* contains a wealth of material on the militant protests of the day, including references to Australian participation.	1907–1912
A rare suffragette board game, Pank-a-Squith. The game is associated with the suffragette movement and advocates the vote for women in the United Kingdom.	1909
A souvenir program listing Australian and other contingents in the demonstration for women's suffrage held in London on 23 July 1910, with woodblock portraits of the principal speakers, the whole within a garland of green leaves and purple flowers. This rare and highly ephemeral item documents the second of two major demonstrations held in London in 1910 in support of an attempt to win female suffrage by parliamentary means.	1910
Hunger strike medal. A medal awarded to Charlotte Blacklock by the Women's Social and Political Union of the United Kingdom for serving a prison term for militant actions carried out in the cause of women's suffrage.	1912
A purple, white and green brooch, in the form of a corsage of violets, worn by the Governor-General, her Excellency Ms Quentin Bryce, when she swore in the Hon Julia Gillard MP as Prime Minister in 2010. The brooch was given to Ms Bryce by her grandmother as a young girl in the 1950s.	1920s–1950s
A number of badges demonstrating support for Wikileaks and Julian Assange.	2011
Donations	
Prime minister's desk, used by Australian prime ministers from 1927–1973 and again from 1996–2007. Donated by the House of Representatives.	1927
Menu board for Commonwealth Parliamentary Refreshment rooms, used in the 1970s-and 1980s. Donated by Craig McAlpine.	1970s–1980s
'It's time' t-shirt and badge from the 1972 ALP federal election campaign. Donated by Sigrid McCausland.	1972
Replica crown jewels, previously on display in the Queen Victoria Building, Sydney. Donated by Ipoh Management Services, Queen Victoria Building.	1980s
Red Nose Day, an original cartoon by Geoff Pryor depicting five Australian prime ministers (Fraser, Hawke, Keating, Howard and Rudd) as marble busts wearing 'red noses', while cartoonist Pryor himself is shown waving 'goodbye' to the viewer. This was Pryor's last cartoon for *The Canberra Times*. Donated by Geoff Pryor.	2008
Stolen Generation National Sorry Day commemorative flower. Donated by Dr Jonathan Richards, who received the flower as a gift from the Kimberley Stolen Generation Aboriginal Corporation.	2009

ALP = Australian Labor Party, CPA = Communist Party of Australia

Note: This table does not include acquisitions of oral history items such as transcripts of interviews.

CASE STUDY:

RECENT COLLECTION ACQUISITIONS

Items that help to place the history of Australian democracy in an international context are an important part of the museum's collection. Acquisitions in 2010–11 provide some excellent examples.

The issue of female suffrage was one of the major unresolved questions in western democracies in the early decades of the twentieth century. Many activists looked to Australia for leadership, because Australian women had won both the vote and the right to stand for parliament at a national level in 1902—the latter a world first. Australians were also active in suffrage campaigns overseas, particularly in the United Kingdom.

The formation of the Women's Social and Political Union (WSPU) in the United Kingdom in 1903 marked a break from the politics of persuasion in favour of direct action. Frustrated at the lack of progress achieved during years of moderate speeches and promises about women's suffrage from members of parliament, the WSPU favoured militant tactics, including hunger strikes when members were jailed.

Prison authorities force-fed hunger-striking women through tubes inserted in their noses or mouths, a painful technique that was condemned by both suffragists and medical professionals. After their release, suffragettes who had been

Barton Colonial Conference Photo, 1902. *Photo – OPH Collection*

force-fed were awarded a medal by the WSPU. The museum recently acquired such a medal, awarded to Charlotte Blacklock, who was force-fed in 1912 while serving a prison sentence for participation in a window-smashing raid.

The WSPU shops also stocked clothing and other items in the movement's adopted colours of purple, white and green. Among these items was the board game Pank-a-Squith, which was first advertised in the suffragist journal *Votes for Women* in October 1909, for one shilling and sixpence. The pictures on the 50 squares of the game board depict many of the events and issues of the suffrage campaign, making it one of the earliest known items of political merchandising.

A copy of the game purchased by the museum in 2010–11 is one of only three copies known to be held by museums worldwide. The museum also acquired five volumes of issues of *Votes for Women*, bound in purple and green.

Another purchase made during the year captures a rather different world while highlighting the international context of Australian parliamentary democracy. The museum has acquired three rare photographs of the Rt Hon Sir Edmund Barton, the first prime minister of Australia. Taken during meetings of the colonial premiers and prime ministers at the 1902 Colonial Conference, which coincided with the coronation of King Edward VII, one photograph shows Barton with his fellow leaders and the other two, taken at Warwick Castle, feature the same men alongside their wives and staff.

Versions of these photographs held in other Australian collections are second-generation copies. It is believed that the recently acquired photographs, in large format and of high quality, may have been Barton's own originals. They document the first significant meeting at which the new country of Australia was represented by its prime minister, at the very beginning of the story of Australia as a player in international affairs.

Suffragette Hunger Strike Medal.
Photo – OPH Collection

'Pank-a-Squith' game, produced by suffragettes.
Photo – OPH Collection

ORAL HISTORY

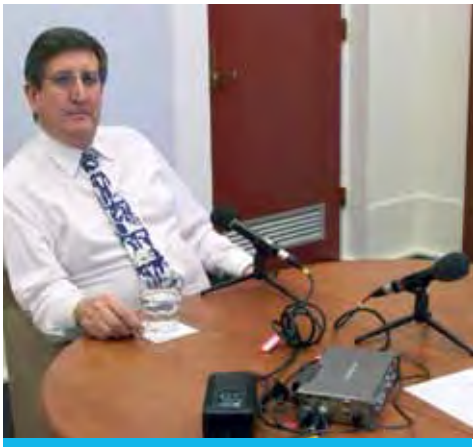
The museum's oral history program records interviews which fall into two categories:

- interviews that relate to the building as a heritage site, including interviews with former officials and other people previously associated with Old Parliament House
- interviews that relate to political engagement, including interviews of former members of the federal parliament, people who personally knew prime ministers, activists of political parties which have been represented in Australian parliaments, and people active in other areas of political engagement.

In 2008, the museum entered into a memorandum of understanding with the National Library of Australia to record 20 interviews per year in the 'political engagement' category. Under the memorandum, the library also agreed to preserve and provide access to interviews through its website.

In 2010–11, the museum recorded:

- seven interviews in the 'heritage site' category, with:
  - Mr Dale Budd, former staff member in the Rt Hon Malcolm Fraser's office, prior to his becoming prime minister
  - Mrs Cheryl Cartwright, former staff member in Prime Minister Fraser's office and Press Gallery journalist
  - Mrs Caroline Cooper, former staff member in Prime Minister Fraser's office
  - Mr Paul Davey, former Federal Director, National Party
  - Mr Neil Glasser, associate of former prime ministers the Rt Hon Ben Chifley and the Rt Hon Sir Robert Menzies
  - Mrs Meryl Hunter, former telephonist, and daughter of former housekeeper Mr Frank Bishop
  - Mr Colin (Mick) Kilpatrick, former Building Construction Works Supervisor
- five interviews under the memorandum of understanding with the National Library of Australia, with:
  - former parliamentarians Mr Don Cameron (ongoing), the Hon Ben Humphreys, the Hon Jeanette McHugh and Professor Chris Puplick (ongoing)
  - former Australian Labor Party activist based in Sydney circa 1950–70, Mr Andrew Moffat.



Former Senator Professor Chris Puplick participates in the oral history program.
Photo – OPH Collection

In total, the museum recorded 12 interviews and one symposium in 2010–11. The National Library of Australia contributed 17 interviews to the joint project, bringing the total number of interviews recorded under the memorandum in 2010–11 to 22.

INTERPRETATION

Interpretive activities completed during the year included:

- consolidating and relocating the Hansard collection, to enhance the interpretation of heritage spaces and reduce required storage space
- modifying the general public tour, in response to feedback from staff, volunteers and visitors
- facilitating the development and delivery of interpretive training workshops for staff and volunteers
- refreshing the Press Gallery interpretive exhibition
- completing a long-term project to record, rationalise and document all interpretive props
- improving the museum's signage and way finding, including by coordinating the development of new signage for the refurbished lower entry to the building; providing signage for the King's Hall floor resurfacing; and updating exhibition banners and the visitor experience map

- managing a long-term project to provide the museum with a design 'language' and principles for all future furniture for visitors. The first stage will supply customised visitor seating for King's Hall and is expected to be completed by November 2011.

The number of objects on display or otherwise accessible increased by over 80 per cent in 2010–11, to 4,721 onsite and 311 accessible online. The intensive Hansard accessioning and display project was a key factor in this increase.

Participation in outside activities included:

- presentations by staff at the New Ideas Design Forum held by the Historic Houses Trust of New South Wales in August 2010, and the annual Interpretation Australia conference held in November 2010
- participation by staff as office bearers of the Museums Australia ACT Branch committee and the Museums Australia ACT Branch Education Network committee.

COMMUNITY LEARNING

Community learning provides services to and collaborates with communities whose needs and expectations differ from those of everyday visitors. Examples of community groups to which this may be relevant include lifelong learners, people with disabilities, socially isolated groups, people with English as a second language and family groups.

In 2010–11, key activities to support the museum's community learning function included:

- completion of a community learning strategy, including a three-year work program which will be the start of a longer term commitment to improve intellectual and physical access for visitors with disabilities
- maintenance and refreshment of the *Hands on Democracy* family-friendly exhibition spaces
- development and trialling of new school holiday programming that is expected to be available from July 2011
- commencement of the development of a disability action plan for the museum.

Refreshed exhibition areas in the museum, featuring *Political Porcelain. Photo – Stefan Postles*

CASE STUDY:

THE 2011 HANSARD PROJECT

The term 'Hansard' comes from Thomas Curson Hansard, who published records of British parliamentary debates in the 1800s and added his name to the documents in 1829. We know it best as the name given to the process of recording the proceedings of the House of Representatives and the Senate, and their committees.

A substantial number of Hansard volumes were left in the building when the parliament moved to the permanent Parliament House in 1988, and the museum has subsequently received donations of thousands of excess Hansards from Parliament House.

In early 2011 staff undertook a large collection management project to place 'Heritage Hansards' on display on the main floor of the museum.

Heritage bound volumes of Hansards have designations at the base of the spine—either a name, a role or a place—signifying their original use in the building. After all the Hansard volumes had been reviewed, 4,012 volumes that were identified as 'Heritage Hansards' were formally accessioned into the museum collection.

The museum decided that the volumes for display would not be grouped by original user (for example, there was no attempt to group all the 'Treasurer' volumes together), or placed in strict chronological order. Rather, volumes have been displayed in appropriate areas of Old Parliament House according to the era and interpretive objectives that are the focus of particular rooms. In the Prime Minister's Suite, for example, there are now many House of Representatives and some Senate volumes from 1960 to 1988. In the Queen's Room there are only 1950s volumes, reflecting the fact that the room was prepared for use in the first visit to Australia by Queen Elizabeth II, in 1954. Volumes which are in a delicate condition are stored in closed rooms.

In the process of placing the Heritage Hansards on the main floor, staff removed other volumes without a specific link with the building's past. These have been retained for continued use as props and learning resources, or offered to other collecting institutions.

The project consolidated and improved accessioning of the collection, substantially increasing the number of volumes on display and reducing the ongoing cost of fees for off-site storage—as well as enriching the experience for museum visitors.

Heritage and Interpretation staff working on the Hansard collection. *Photo – OPH Collection*

Excess Hansards being sorted as part of the project. *Photo – OPH Collection*

EXTENDING THE MUSEUM'S PROFILE AND PARTNERSHIPS WITH OTHER INSTITUTIONS, ACADEMICS AND CULTURAL INNOVATORS

ONGOING PARTNERSHIPS

In 2010–11, the museum became a partner in a two-year collaborative research project that seeks to identify the extent of women's leadership within movements for social and political change in Australia, from the neighbourhood to the international level, and to make the record of active citizenship available through national cultural institutions, linked e-resources and outreach to schools.

Titled Women and Leadership in a Century of Australian Democracy, the partnership is the museum's first project to be funded under an Australian Research Council Linkage Grant. The lead organisation for the project is the University of Melbourne. Other partner organisations include the National Archives of Australia, the National Film and Sound Archive, the Australian Nursing Federation and the National Foundation for Australian Women.

The museum is contributing to the project by:

- co-hosting, with the University of Melbourne, a national conference to be held at the museum in December 2011
- encouraging donations of items related to the project theme to the museum's collection
- contributing to oral histories on parliamentary and political history aspects of the project theme
- developing a Women and Leadership trail for the museum's Exploring Democracy website.

The museum also cooperated with the National Library of Australia under a memorandum of understanding to record oral histories of former Australian parliamentarians. This ongoing project commenced in 2008.

COLLABORATIVE PROJECTS

The museum collaborated with the National Archives of Australia (NAA) to transfer the Documenting a Democracy website, developed and previously hosted by the NAA, to the museum. The website (*foundingdocs.gov.au*) features many of the most important documents involved in the development of Australian democracy and will be a valuable resource and addition to the museum's website.

In June 2011, the museum hosted a symposium in conjunction with the Australian Centre for Indigenous History, Australian National University. This highly successful symposium examined the historical and political significance of the Aboriginal tent embassy as it approaches its fortieth anniversary, and brought academics and members of the general public together with many activists who had been involved with the embassy from its earliest years.

In an innovative collaborative project with the Canberra Glassworks, the museum commissioned the fabrication of the artwork *The Illuminations* by artist Ms Wendy Fairclough. This collaboration also included co-programming of public activities.

CASE STUDY:
THE ILLUMINATIONS

Following an evaluation of the use of the former Parliamentary Library, which now forms part of the exhibition spaces, the museum decided to give the space a clearer purpose as a focus gallery relating to the timeline of Australian democracy. The first story to be told in the refreshed space is that of Australia's Federation, in particular the community celebrations of that event.

Young participant in Lego® arches workshop. *Photo – OPH Collection*

The museum commissioned an artwork, in partnership with the Canberra Glassworks, to reflect the celebrations of Federation. The resulting artwork, *The Illuminations* by Wendy Fairclough, is a collection of 20 blown glass vessels with a panorama of night-time celebrations sandblasted onto them.

The panorama was inspired by research and hand-coloured photographs in an album in the museum's collection. The mood of the piece is captured in this description of the celebrations, from the *Argus* of May 1901:

> At times the brightness of the streams of light on street level shot up the sides of the buildings ... strange fantastic shadows flitted and danced in the yellow glare until it seemed that the whole place was a mass of fluttering flags and poles.

The Illuminations explores the scope of the Federation celebrations, the atmosphere of the night-time festivities and the relevance of Federation for Australian people. *Photo – Stefan Postles*

In the lead-up to the creation of the artwork, families were invited to the museum to participate in a series of arch-building workshops, inspired by the large arches that were a prominent part of the 1901 Federation celebrations. Parents and children created their own 'Federation arches' out of a total of 30,000 Lego® bricks.

Photographs of these arches were included in a display at the Canberra Glassworks, where Wendy Fairclough created her artwork in full view of 7,500 visitors over three months.

The Canberra Glassworks also conducted a school holiday program in which participants created Federation arches in fused and cast glass, further engaging members of the public with the artist's process and the concept of Federation.

The Illuminations was launched at the museum with a community celebration on 25 June 2011. Again, families were invited to contribute content—this time making lanterns to hang in the exhibition alongside the artwork.

The entire process and the public's contribution were photographed; the images are included in the exhibition.

By involving members of the public in creating content in response to the exhibition themes, the project formed a connection with visitors, giving them a special role in telling the Federation story. Members of the public engaged with the project at both the museum and the glassworks, and many followed the process from start to finish. This is an excellent example of the democratisation of content development, involving and empowering the community as a participant in the museum.

Work in progress at Canberra Glassworks. *Photo – OPH Collection*

The Wool Arch, built in Sydney for the Commonwealth's proclamation, is featured on the jug, with the bottle and jar in the foreground showing people and decorations of lanterns and bunting. *Photo – Stefan Postles*

PERMANENT EXHIBITIONS

While the exhibitions and visitor experiences that opened with the launch of the museum in May 2009 have a long-term presence, they are continually modified and updated, as loans of exhibited objects expire, equipment reaches the end of its working life, and the needs of visitors change. The ongoing process of refreshment extends the life of exhibitions and ensures that there is something new to see and experience at the museum.

During 2010–11 the functionality of the museum's interactive timeline in the exhibition spaces was enhanced to permit the addition of video and sound milestones, and content was added on milestones in democracy from 2009 to 2011.

A substantial refreshment of the *Living Democracy* exhibition was undertaken to incorporate a greater range of community democracy themes and to incorporate more stories illustrating how individuals have found ways to contribute to Australia's democracy in their daily lives. Space has been created for temporary displays within *Living Democracy* to enhance the topicality of subjects treated in this exhibition.

As part of the process of refreshing *Living Democracy*, the museum conducted a workshop with students from Beckenham Primary School in Perth, Western Australia, with the aim of widening the range of Australian voices featured in the exhibition. Staff visited Beckenham Primary in May 2011 and worked with 20 students who were current, or recent past, members of the school's student representative council. These students created a project book highlighting a number of the projects on which the student representative council and the school had worked, including Clean Up Australia Day, anti-bullying initiatives, a Manning River clean-up project and the support of a Cambodian sister school. The book is now part of the *Living Democracy* exhibition. Photographs of a second workshop, in which students created tableaux illustrating the qualities important in acting as a student representative, were also used in the design of a bookmark which is featured in *Living Democracy* as a handout for visitors.

Student Representative Council workshop, Beckenham Primary School. *Photo – OPH Collection*

The commissioning of the glass artwork *The Illuminations*, described in more detail in a case study in this report (pages 42-43), was also part of the refreshment of exhibition content.

TEMPORARY EXHIBITIONS

The museum presents two types of temporary exhibitions: temporary on-site exhibitions at Old Parliament House, and travelling exhibitions at other venues around Australia.

As Table 5 shows, while the overall level of attendance at non-permanent exhibitions slightly decreased (4 per cent), the number of visitors who accessed travelling exhibitions significantly increased (157 per cent), in 2010–11.

Table 5 Attendance at non-permanent exhibitions, by location, 2009–10 and 2010–11

	Number of visitors		Proportion of total	
Type of exhibition	**2009–10**	**2010–11**	**2009–10**	**2010–11**
Temporary on-site	107,278	94,664	95.1%	87.0%
Travelling off-site	5,488	14,111	4.9%	13.0%
Total	**112,766**	**108,775**	**100%**	**100%**

Note: Relocation of people counters has provided a more accurate assessment of visitors' attendance at exhibitions.

Temporary on-site exhibitions

The museum's temporary exhibitions program is based around an annual exhibition developed in house, supplemented by appropriate exhibitions sourced from external bodies and, where suitable, shorter return seasons of the museum's travelling exhibitions.

In 2010–11 the principal temporary exhibition on display at the museum was *Marnti Warajanga: we're travelling*, which tells the story of the journey towards democracy undertaken by several Indigenous communities in the Pilbara region of Western Australia. This exhibition was developed with significant community involvement, which will continue and deepen when the exhibition is toured to the Pilbara in 2012.

The museum was also the 2010 venue for *Behind The Lines: The Year's Best Cartoons 2010*. This exhibition is a National Museum of Australia program, originally developed for display at Old Parliament House in the 1990s, with a high degree of relevance for the Museum of Australian Democracy and its audiences. The two museums developed the exhibition in partnership, resulting in an extremely successful season at the Museum of Australian Democracy from December 2010 to March 2011.

At the end of June 2011 the temporary exhibition *Political Porcelain* opened in the refreshed *Living Democracy* exhibition space. *Political Porcelain* features 10 works by artist Penny Byrne that respond to social, political and human rights issues that impact people and democracy. The exhibition, which explores how Byrne finds her political voice through art, will remain on display for 12 months.

Table 6 summarises the temporary exhibitions staged on site in 2010–11.

Table 6 On-site temporary exhibitions in 2010–11

Title	Description	Dates
Beyond Reasonable Drought	This exhibition, which deals with the effect of drought on Australians in rural areas, was developed in conjunction with the Many Australian Photographers Group. It has been updated to acknowledge the breaking of the recent drought.	4 September 2010 to 2 December 2010
Marnti Warajanga—we're travelling	This exhibition is a joint project with the Wangka Maya Pilbara Aboriginal Language Centre and photographer Tobias Titz. The exhibition features 34 portraits of people from the Pilbara who bear witness in their own words to momentous historical movements and reflect on their ongoing work for social and political change at both the community level and the national level.	1 July 2010 to 30 June 2011
Behind The Lines: The Year's Best Cartoons 2010	This exhibition presented a selection of political cartoons of 2010.	7 December 2010 to 20 March 2011
Political Porcelain	In this exhibition, artist Penny Byrne utilises objects familiar from Australian mantelpieces, china cabinets and toy boxes to transform vintage porcelain into powerful works of political commentary.	28 June 2011, for approximately 12 months

Travelling exhibitions

The travelling exhibitions program is a means of both delivering outreach activities and providing cooperative programming to organisations with similar aims or audiences to those of the museum. It makes a significant contribution to establishing the museum as a preeminent and innovative organisation.

The 2010–11 program comprised:

- *Behind The Lines: The Year's Best Cartoons 2010*—This exhibition was developed in partnership with the National Museum of Australia. It has been exhibited at the Riverside Theatre, Parramatta (New South Wales), and the Old Treasury Building, Melbourne.
- *The Illuminations*—Artist Wendy Fairclough created a new glass artwork for the museum before a public audience at the Canberra Glassworks. The museum created a small display about the commission and exhibition, for display at the Canberra Glassworks.

As part of the program, temporary exhibitions developed for the museum are adapted for touring at the end of their on-site season. In 2010–11, planning was undertaken for a touring version of *Marnti Warajanga—we're travelling*. This process, which involved consultation with the museum's partners in the exhibition, Wangka Maya Pilbara Aboriginal Language Centre and photographer Tobias Titz, has resulted in a project to tour a version of the exhibition to five communities in the Pilbara and one venue in Perth in 2012. This project has received significant sponsorship from BHP Billiton and funding from the National Collecting Institutions Travelling and Outreach program. An online presence and a learning resource have also been developed for the exhibition.

As a result of wider publicity about travelling exhibitions, the museum has received several expressions of interest for exhibitions in regional Australia. A new section of the agency's website, to promote the travelling exhibitions and streamline tour planning, is being developed.

ONLINE EXHIBITIONS

The museum launched *Exploring Democracy—Australian Journeys through Time and Place*, a new online initiative intended to improve access for people who are unable to visit the museum's on-site exhibitions. The exhibition was developed following positive response to the museum's multimedia Democracy Timeline.

Cartoonists David Pope and Jon Kudelka with winners of the 'Drawing the Lines' youth cartooning competition which formed part of the *Behind the Lines* exhibition. *Photo – Stefan Postles*

Launch of the *Political Porcelain* exhibition. *Photos – Stefan Postles*

The website features a timeline and an interactive map linked to a series of themed trails identifying places and events associated with the democratic government of Australia. The first trail to be made available was devoted to Australia's prime ministers; additional trails, on parliament and the rule of law, were developed during 2010–11 and are expected to be available online in July 2011.

Also in 2010–11, in collaboration with the National Archives of Australia, the museum commenced development of an online exhibition based around the creation of the Old Parliament House building and the early development of Australia's federal capital, showcasing photographs of early Canberra.

The website will display 7,464 photographs of Canberra taken between 1926 and 1935 by Mr William Mildenhall (1891–1962) in his capacity as the Federal Capital Commission's information officer, including more than 1,000 photos of the Old Parliament House building and surrounds. It will include a social media component, maps to allow users to retrieve images by place, and mechanisms to allow users to add information about the images and post their own images of the same places.

The website is expected to be activated in August 2011, and will form part of the agency's contribution to the Centenary of Canberra celebrations in 2013, by which time it will include both an important historical collection and a significant set of contemporary stories and images.

EVENTS

The museum presented a program of events to complement its other activities and to help build awareness of the museum both locally and nationally. This program of events achieved high levels of participant satisfaction through targeting specific audiences and interest groups.

In 2010–11, a total of seven events were held, collectively attended by 1,549 participants. The events supported new exhibitions, launched newly interpreted spaces and promoted the museum. They included:

- *Gifts of the Furies* (11, 18, 25 and 26 September 2010)—In partnership with the community organisation A Chorus of Women, the museum presented a series of three concerts and a public forum exploring the relationship between people and the environment, with a focus on the effect of democracy and citizen participation.
- Launch of *Behind The Lines: The Year's best Cartoons 2010* (8 December 2010)—The launch included the awarding of Political Cartoonist of the Year to Mr Jon Kudelka and the presentation of awards in the *Drawing the Lines* children's cartooning competition.
- *Federation Arch Lego® Workshops* (12, 19 and 26 January 2011)—Nine school holiday workshops gave families the opportunity to learn about Australia's Federation and build their own interpretation of a 'Federation arch'.
- *Uncensored Conversation—Is the Fair Go Fair Dinkum?* (3 February 2011)—The museum partnered with SBS Television to present a panel discussion which drew on the television series *Immigration Nation*. The event was facilitated by newsreader Mr Anton Enus and featured speakers who had appeared in the series.
- Public launch of *The Illuminations: Cupcakes with the Queen* (25 June 2011)—Members of the public were invited to attend the launch of the glass artwork *The Illuminations*, which is displayed in the museum exhibition spaces. Visitors were greeted by a performer playing Queen Elizabeth II, had morning tea and created paper lanterns to hang in the exhibition.

- Arts and museum sector launch of *The Illuminations* and the *Political Porcelain* exhibition (28 June 2011)—The launch event focused on new artworks installed in the refreshed exhibition spaces. Artists Ms Penny Byrne and Ms Wendy Fairclough spoke at the event and the artworks were introduced by Ms Robyn Archer, Creative Director of the Centenary of Canberra.

The museum also participated in the first *Enlighten: See Canberra in a whole new light* event in March 2011, an event organised by Australian Capital Tourism. The event was intended to become a new autumn festival for Canberra. The museum provided specially-developed *Secrets and Scandals* tours over four nights (11–12 and 18–19 March), and on 18 March hosted *Cartoons in the Courtyard,* a ticketed evening event focused on the *Behind the Lines* exhibition, which included dinner, improvisational comedy and a discussion with host Mr Mike Bowers and cartoonists Mr Jon Kudelka and Mr David Pope. The facade of Old Parliament House was lit with special lighting effects for each night from 11–19 March. It is estimated that more than 6,000 people enjoyed the lighting effects.

In addition the museum partnered a number of organisations by supporting events held at Old Parliament House:

- the Department of Immigration and Citizenship's second annual Address on Immigration and Citizenship, presented by Mr Hieu Van Le, the Lieutenant Governor of South Australia, on 16 June 2011
- the Annual General Meeting of the Association of Former Members of the Parliament of Australia, on 12 May 2011
- the opening concert of the Canberra International Music Festival, on 11 May 2011
- the second day of the two-day conference to mark the fortieth anniversary of the Senate committee system, on 12 November 2010.

Cartoonists David Pope, Geoff Pryor and Jon Kudelka at the launch of the *Behind the Lines* exhibition. *Photo – Stefan Postles*

VISITOR EXPERIENCE PLAN

The museum's location within Old Parliament House offers many unique opportunities in telling the story of Australian democracy. However, it also creates a range of challenges in shaping the experience of each visitor in an environment that was not originally designed as a venue for engagement with exhibitions and participatory museum activities. To support the development of more targeted strategies for providing relevant and engaging visitor experiences, the museum undertook an external review of its visitor experience in 2010–11. As a result, a range of enhancements and modifications to the range of activities and the management of visitors have been identified. In 2011–12 an implementation plan will be developed and initiated to further enhance the visitor experience.

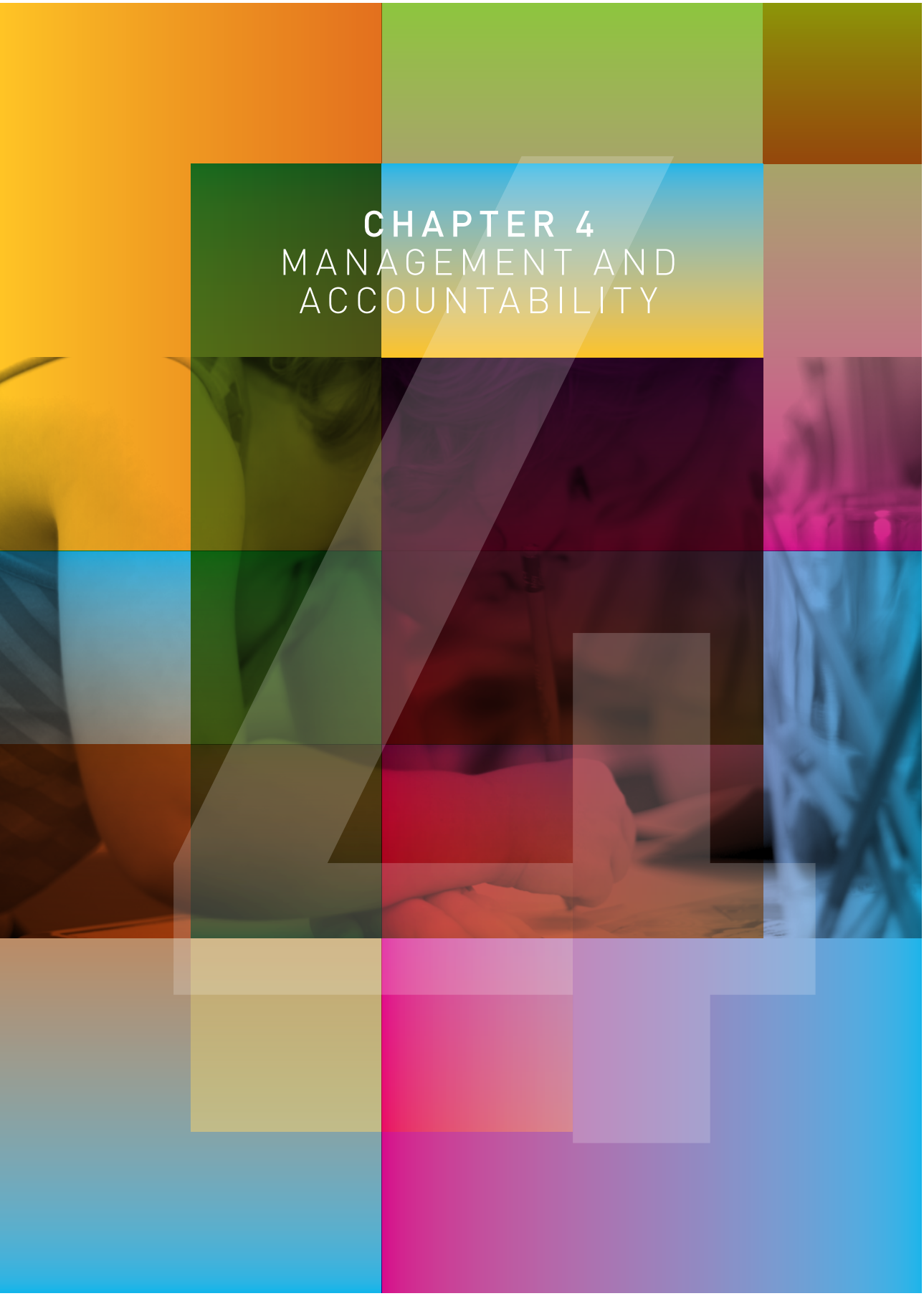
VOLUNTEER PROGRAM

In 2010–11, approximately 86 volunteers provided assistance to staff and visitors, taking tours, conducting oral history interviews or undertaking research. Their involvement makes a valuable contribution to achieving the agency's objectives, particularly in building satisfaction with the visitor experience at the museum.

The Volunteers Handbook was developed during the year and launched in March 2011. The handbook sets out the responsibilities and benefits of volunteering for the museum, in a clear and accessible manner.

In 2010–11 volunteer activities focused on the continued development and implementation of tours reflecting the themes relevant to the Museum of Australian Democracy. To support this, several workshops were held to assist volunteers and staff to deliver engaging and relevant tours and presentations to visitors.

CHAPTER 4
MANAGEMENT AND ACCOUNTABILITY



OVERVIEW

In conjunction with the agency's audited financial statements, this chapter addresses reporting requirements under the *Public Service Act 1999* (Public Service Act) and the *Financial Management and Accountability Act 1997* (FMA Act), including the *Requirements for Annual Reports for Departments, Executive Agencies and FMA Act Bodies*.

The agency's management and accountability contribute to the efficient and effective delivery of Outcome 1:

> An enhanced appreciation and understanding of the political and social heritage of Australia for members of the public, through activities including the conservation and upkeep of, and the provision of access to, Old Parliament House and the development of its collections, exhibitions and educational programs.

During 2010–11, all management and accountability responsibilities were met to a high degree.

CORPORATE GOVERNANCE

The Director is responsible for overseeing corporate governance and determining strategic priorities. In doing so, the Director acts in consultation with the Deputy Directors and senior managers.

All sections are accountable through their planning and reporting activities. These are centrally managed and coordinated through the Human Resources and Governance Section and the Finance Section, which ensure that the agency complies with its responsibilities as an Executive Agency under the Public Service Act and the FMA Act.

During 2010–11, the agency continued to effectively manage its corporate governance arrangements. Relevant governance activities during the year included:

- managing key policies and plans, including those covering key areas such as risk management, fraud control, business continuity and occupational health and safety
- coordinating and managing strategic planning, including the strategic and business plans and input to the Portfolio Budget Statements
- preparing and coordinating reports and advice to key stakeholders such as the minister, the Department of the Prime Minister and Cabinet, and the Advisory Council
- negotiating the agency's second enterprise agreement
- finalising and implementing the agency's first Records Authority
- developing new project management guidelines and tools.

The development of new and revised policies and guidelines continued to be based on agency-wide consultation and contributions.

MANAGEMENT COMMITTEES

The agency's key senior management committees are:

- the Executive Management Group, which consists of the Director and Deputy Directors and deals with management issues across the agency, setting strategic directions and ensuring unity of vision, purpose and action for the organisation as a whole
- the Senior Management Group, which includes the Executive Management Group and all section managers, deals with corporate and business planning and museum activities, and provides an avenue for consultation across the agency.

Both groups met fortnightly during the year and summary minutes of those meetings were published on the staff intranet. Details of the role and membership of the senior management committees and the other committees that assist in the agency's management are in Table 7.

Table 7 Management committees, 2010–11

Attendance	Role	Meetings
Executive Management Group		
Chair: Director *Members:* Deputy Directors	Sets strategic directions for the agency. Provides an avenue for discussion and decision making on agency-wide issues. Oversees risk management.	Fortnightly
Senior Management Group		
Chair: Director *Members:* Deputy Directors and all section managers	Provides an avenue for decision making, consultation and feedback on agency-wide issues. Promotes risk management within the agency, regularly reviews and assess key risks, and ensures appropriate linkages between risk management and planning processes.	Fortnightly
Audit Committee		
Chair: currently filled by external member *Deputy Chair:* Deputy Director, Corporate and Heritage *Members:* Deputy Director, Interpretation and Programs Manager Visitor Experience Manager, Research and Collection Development External member *Observers:* Chief Finance Officer Manager, Human Resources and Governance Australian National Audit Office representatives *Secretariat:* Human Resources and Governance	Enhances the agency's control framework. Assists the agency to comply with legislative and other obligations. Improves the objectivity and reliability of externally published financial information. Provides assurance to the Director in relation to their responsibilities under the *Financial Management and Accountability Act 1997*.	Approximately five times a year

Attendance	Role	Meetings
Heritage Actions Committee		
Chair and Delegate: Deputy Director, Corporate and Heritage *Deputy Chair:* Manager, Heritage and Information Communication Technology *Members:* Deputy Director, Interpretation and Programs Assistant Manager, Heritage Manager, Facilities Manager, Human Resources and Governance Manager, Visitor Experience Manager, Learning and Interpretation Assistant Manager, Interpretation and Community Learning Manager, Research and Collection Development *Secretariat:* Heritage and Information Communication Technology	Discusses action proposals in accordance with Policy 21 of the Heritage Management Plan. Makes recommendations to the delegate. Suggests independent advice where relevant. Provides input to ensure that decisions made regarding use and change in and on the place will not have a significant adverse impact on the heritage values of the place. Reports to the Advisory Council.	Fortnightly
Acquisitions Committee		
Chair and Delegate: Deputy Director, Interpretation and Programs *Deputy Chair:* Manager, Research and Collection Development *Members:* Manager, Heritage and Information Communication Technology Assistant Manager, Heritage Manager, Australian Prime Ministers Centre Reference Librarian Assistant Manager, Interpretation and Community Learning Research Manager and Senior Historian *Secretariat:* Registrar	Discusses and determines appropriate additions to the collection for approval by the delegate in accordance with Policy 3.3 of the Collection Management Policy. Activities of the committee are reported to the Advisory Council.	Monthly

Attendance	Role	Meetings
Occupational Health and Safety Committee		
Chair: Deputy Director, Corporate and Heritage *Deputy Chair:* Manager, Facilities *Members:* First aid officers Designated Work Group Health and Safety Representative and Deputy Representative Representatives of Human Resources and Governance, Facilities, Visitor Experience and security staff *Secretariat:* Human Resources and Governance	Oversights health and safety matters. Identifies, develops and implements consistent strategies to address occupational health and safety requirements.	Approximately quarterly
Workplace Consultative Committee		
Chair: Director *Members:* Manager, Human Resources and Governance Three staff representatives *Secretariat:* Human Resources and Governance	Considers and advises employees and the Executive on workplace issues referred by employees, employee representatives or the Executive. Facilitates communication, consultation, cooperation and input from staff on matters that affect the workplace.	Quarterly

CHIEF EXECUTIVE'S INSTRUCTIONS

The Chief Executive's Instructions are reviewed regularly and updated through the Finance Section as required. They are consistent with the Public Service Act, the FMA Act and other relevant legislation and guidelines.

CORPORATE PLANNING

The Strategic Plan covers the period 2009 to 2012. It outlines the values, mission and objectives of the agency, thus ensuring that the corporate goals and focus of the organisation are aligned with the agency outcome.

The Strategic Plan is underpinned by the annual Business Plan, individual work plans for each section, and the individual performance agreements which form part of the staff Performance and Development Scheme.

Table 8 (page 54) summarises the main plans and policies that underpinned the agency's management and operations in 2010–11.

Table 8 Corporate management plans and policies, 2010–11

Plan/policy	Purpose	Period
Building and Collection Disaster Recovery Plan	Manages the agency's response to and recovery from emergencies, disasters and other disruptive events.	2008–12
Business Continuity Plan	Outlines processes designed to ensure that the agency resumes normal operations quickly and efficiently following disruptions.	2009–11
Business Plan	Provides a detailed outline of the activities and services that the agency will deliver during the year.	2010–11
Certificate of Compliance	Provides a comprehensive overview of the agency's compliance with the Australian Government's financial management framework, including an assurance regarding the financial sustainability and awareness of the known risks to the financial sustainability of the agency.	2010–11
Charter of Operations	Sets out the agency's obligations and services to the public. Developed to meet government requirements for all national cultural agencies and institutions.	2010–11
Chief Executive's Instructions	Ensure compliance with the FMA Act.	2008–12
Collection Management Policy	Sets out guidelines for the management, maintenance and development of the Old Parliament House collections.	2008–13
Fraud Control Plan	Complies with statutory obligations and provides guidance to staff on the policy and procedures dealing with fraud.	2009–11
Fraud Risk Plan	Provides the agency and its staff with a tool to identify and manage fraud.	2009–10
Guidelines for staff on the APS Code of Conduct	Provides staff with guidance on the standards of behaviour with which they are expected to comply under the Australian Public Service Code of Conduct.	2008–12
Heritage Management Plan	Meets agency obligations under the *Environment Protection and Biodiversity Conservation Act 1999* and provides appropriate guidance and direction of the management of the site.	2008–13
Internal Audit Program	Provides the agency with a level of independent assurance on the appropriateness of the internal controls and business risk management that meet the agency's obligations under the FMA Act.	2011–12
Interpretation Plan	Ensures that the Old Parliament House building is interpreted as a symbol of Australia's national heritage that inspires and engages our visitors to celebrate, debate and experience the past, present and future of Australia's democracy.	2008–13
Life Cycle Cost Plan	Guides activity for necessary conservation, refurbishment and cyclical building works for a 15-year period.	2007–22

Plan/policy	Purpose	Period
Occupational Health and Safety Policy	Assists the agency to maintain a safe and healthy workplace in compliance with the *Occupational Health and Safety Act 1991*.	2008–11
Risk Management Plan	Provides the agency and its staff with a tool to identify and manage risk.	2009–11
Strategic Plan	Identifies and provides detail on the agency's key objectives, priorities and measures of success.	2009–12
Whistleblower Policy and Procedures	Provides staff with information on whistleblowing and procedures the agency and the whistleblower should follow.	2009–12
Workplace Harassment Guideline	Provides staff with the procedures to follow to address an allegation of workplace harassment.	2008–11

AUDIT

The Audit Committee was established in 2008–09. It operates under the FMA Act, and is directly responsible and accountable to the Director. The functions and membership of the committee are described in Table 7 (pages 51-53).

The Audit Committee met five times in 2010–11. The committee considered progress and outcomes of internal audit reviews on a number of subjects, including:

- financial reporting
- evaluation of visitor numbers
- review of the Heritage Actions Committee and Acquisitions Committee (in progress at 30 June 2011)
- management of information technology for Visitor Services (in progress at 30 June 2011).

The committee also dealt with a range of other matters, and:

- regularly considered registers of whole-of-government and Old Parliament House–specific audit recommendations
- reviewed reports from the Chief Finance Officer on current issues and developments
- received and considered update briefings on current issues from the Australian National Audit Office at all regular meetings
- considered and endorsed proposed control framework measures
- reviewed and endorsed annual financial statements
- oversighted risk management.

Throughout the year, the committee acted in accordance with its role and obligations under the Old Parliament House Audit Committee Charter and Operating Procedures.

Ernst & Young was contracted to supply internal audit services for the agency from October 2010. These services were previously provided by WalterTurnbull Pty Ltd.

EXTERNAL SCRUTINY

In 2010–11, the only external scrutiny which affected the agency was routine audit scrutiny, as Table 9 shows.

Table 9 External scrutiny of Old Parliament House, 2010–11

Type	Activity
Auditor-General	The agency was the subject of a financial statements audit by the Australian National Audit Office. In September 2011 the Australian National Audit Office issued an unqualified finding in its audit of the agency's 2010–11 financial statements.
Privacy Commissioner	The Privacy Commissioner made no reports under the *Privacy Act 1988* concerning the agency's practices or actions.
Commonwealth Ombudsman	The Commonwealth Ombudsman considered no matters involving the agency.
Freedom of information requests	No requests for access to documents under the *Freedom of Information Act 1982* were received.
Parliamentary committees	Other than Senate estimates committees, the agency did not appear before any parliamentary committees. No reports on issues specifically relevant to Old Parliament House were received from parliamentary committees.
Administrative Appeals Tribunal	No decisions by the agency were the subject of review by the Administrative Appeals Tribunal.

RISK MANAGEMENT

Risks are managed and reviewed through the Senior Management Group and Executive Management Group, which:

- provide guidance and feedback on risk management issues and strategies
- promote risk management within the agency
- regularly review and assess key risks
- ensure appropriate linkages to corporate and business planning processes and budget processes.

In 2010–11, a review of the agency's Risk Register was undertaken and the outcomes were implemented. The revised register focuses primarily on key strategic risks facing the organisation and the means by which they can be best monitored and minimised. Work was also carried out to update the agency's other risk management documents; this is expected to be finalised in early 2011–12.

Risk management training formed a component of the compulsory training for staff and was undertaken by the majority of staff members during the year.

BUSINESS CONTINUITY AND DISASTER MANAGEMENT

The Business Continuity Plan aims to ensure that the agency can respond quickly and effectively to any disruption that may occur, and promptly resume normal operations afterwards. The plan was reviewed and tested in 2010–11. Findings arising from the review will be incorporated into a revised plan, and additional testing is expected to be carried out, in 2011–12.

As the Old Parliament House building is a major heritage site, the agency manages and maintains a Building and Collection Disaster Recovery Plan. The plan is updated regularly.

FRAUD CONTROL

An updated Fraud Policy, Fraud Risk Register and Fraud Control Plan were developed in 2010–11 and are expected to be finalised and implemented in early 2011–12. Annual fraud control data was collected and reported to the Attorney-General's Department. These measures help to ensure that the agency continues to comply with the *Commonwealth Fraud Control Guidelines*.

The Director's certification that the agency has appropriate fraud prevention plans and processes in place is contained in this annual report's letter of transmittal to the minister.

No cases of suspected fraud were reported and no investigations were undertaken during 2010–11.

SECURITY

The role of Security Adviser for the agency is undertaken by the Manager, Facilities. The Security Adviser is responsible for maintaining minimum protective security standards and:

- develops, implements, monitors and reviews building security policies and procedures
- manages the contract with the external supplier of the building's security guards.

All staff are required to hold protected-level security clearances, and all new staff are required to undergo security checks in order to be cleared to that level.

New security measures during 2010–11 included the installation of new closed circuit television cameras. The security system was successfully upgraded to a fully digital video management system, replacing almost all previous cameras and significantly increasing camera numbers, thereby enhancing overall internal and external security.

A new contracted security provider, Sydney Night Patrol, began a two-year contract (with extension options) to provide site security for the agency from 1 March 2011. These services were previously provided by MSS Security.

ETHICAL STANDARDS

The agency values its staff, whose commitment and diverse skills and experience make them the organisation's most valuable resource. During the year, the agency placed a high priority on ensuring a safe, healthy, supportive and productive workplace, without discrimination or harassment, and fostered ethical behaviour on the part of staff. In doing so, it was guided by the Australian Public Service (APS) Values and Code of Conduct.

Such standards are reinforced by specific instruments, such as the:

- Risk Management Plan
- Fraud Control Plan
- Fraud Risk Plan
- Fraud Awareness and Ethics Guide
- Workplace Harassment Guideline
- Whistleblower Policy and Procedures
- Staff Guidelines on the APS Code of Conduct.

SERVICE CHARTER AND CHARTER OF OPERATIONS

The agency's Client Service Charter sets out:

- the standards of service which visitors can expect
- information about the agency's aims, standards and code of conduct
- ways to contact the agency or provide feedback.

The charter is available from the agency's website at *moadoph.gov.au/about/*, along with a feedback form that can be downloaded or completed online. Three Client Service Charter forms were received in 2010–11: two provided positive feedback on the museum; the third related to difficulties in accessing tenants located in the building, and has been taken into account in the development of a visitor experience plan for the museum.

The agency's separate Charter of Operations sets out the agency's specific obligations and services to the public. It is also available from the agency's website, at *moadoph.gov.au/about/corporate-documents/*, and is reviewed annually.

Appendix C (pages 140-143) provides a detailed assessment of the agency's performance against both the Service Charter and Charter of Operations during 2010–11.

FREEDOM OF INFORMATION

Information on arrangements for access to documents under the *Freedom of Information Act 1982* is in Appendix F (pages 149-150).

HUMAN RESOURCES MANAGEMENT

The agency values and recognises the importance of its talented and dedicated staff. In 2010–11, the agency increased its focus on learning and development to support staff in increasing their capability and developing workforce skills.

Key results during the year included:

- implementing the first agency-wide leadership training program
- negotiating and implementing the agency's second enterprise agreement
- transitioning payroll functions to shared services with the Department of the Prime Minister and Cabinet, and implementing electronic time sheets
- developing work level standards.

STAFFING

At 30 June 2011, the agency employed 96 staff, including the Director and two Deputy Directors. Of these, 67 were female and 29 male, 71 were ongoing, 14 non-ongoing and 11 casual. The full-time equivalent number of employees for the year was 77.26 (excluding casuals).

During the year, eight new employees were engaged on an ongoing basis and 14 ongoing employees left the agency. The turnover for the year was 20.9 per cent. This included nine transfers, four resignations and one retirement.

Detailed staffing information is provided in Appendix E (pages 146-148).

TERMS AND CONDITIONS

During 2010–11 the terms and conditions for all non–Senior Executive Service staff were governed by the agency's Enterprise Agreement 2009–11.

A new enterprise agreement, for 2011–14, was negotiated during the year. The new agreement commences on 1 July 2011 and will expire on 30 June 2014. It complies with the *Fair Work Act 2009*, the Public Service Act, the National Employment Standards and the Australian Public Service Bargaining Framework.

Remuneration for the Director is determined by the minister, with advice from the Remuneration Tribunal, under the Public Service Act.

In 2010–11, remuneration for the agency's two Senior Executive Service officers was determined in line with the guidelines of the Department of the Prime Minister and Cabinet. The remuneration of each officer was negotiated between the individual officer and the Director. The conditions were prescribed in individual s. 24 determinations.

No performance pay provisions were in place for agency employees.

Details of salary ranges for all staff are in Appendix E (page 148).

LEARNING AND DEVELOPMENT

The agency's learning and development program was closely aligned with corporate and core business programs and individual performance agreements. The total expenditure on learning and development as a proportion of employee expenses increased from 1.78 per cent in 2009–10 to 2.01 per cent in 2010–11.

The agency appreciates that induction of new Commonwealth employees is the first step in building a two-way relationship between them and the organisation. In 2010–11 the online induction program was enhanced by increasing the face-to-face component to include a tour of the museum, a presentation titled 'The Agency as a Museum', and records management and security awareness training.

The key area of development in 2010–11 was a leadership program tailored to the particular needs of the agency. Executive level staff attended the three day Executive Leadership program and staff at APS levels 3–6 attended the Self as Leader two-day program. Of the staff who participated in the program, 91 per cent said they were satisfied with the program and its content.

A number of mandatory training modules were delivered in 2010–11: 98 per cent of staff attended Heritage Awareness, 93 per cent attended Occupational Health and Safety, 97 per cent attended APS Values and Code of Conduct, and 78 per cent attended Security Awareness (introduced in March 2011). Records

Management training was delivered at both branch and all-staff meetings, as well as on a one-to-one basis where requested.

All new staff attended finance training and all other staff were offered refresher training.

Four employees undertook studies through the Study Support Scheme in 2010–11. Other staff attended a range of external skills and professional development courses in areas such as contract management, project management, procurement, customer service, time management, conservation techniques, and cultural awareness.

Staff also attended a range of seminars and conferences that contributed to their professional development and helped to build relationships between collecting institutions.

SOCIAL INCLUSION

In 2009, the Australian Government articulated its vision for achieving a socially inclusive society in which all Australians feel valued and have the opportunity to fully participate. Although the agency's programs do not directly affect progress in relation to the government's objectives for social inclusion strategic change, the principles of social inclusion underpin all the agency's programs and operations.

The agency's contribution to social inclusion outcomes is summarised in Table 10 and illustrated by examples throughout the annual report.

Table 10 Agency contribution to social inclusion outcomes

All Australians will have the resources, opportunities and capability to:	Agency contribution
Learn by participating in education and training	The museum's exhibitions and schools programs provide learning opportunities in a variety of formats, so that content can be accessed by Australians from a wide range of age groups, social backgrounds and levels of capability. Some projects invite members of the public to personally contribute to the outcome, for example through role plays or hands-on construction activities. The agency encourages members of the public to participate in the learning opportunities it offers, through a wide range of channels, including print media, television, radio and online forums. The agency also strives to remove barriers to participation, through: • availability—Old Parliament House is open every day (except Christmas Day), and charges minimal admission fees and offers concessions; the museum also delivers outreach programs • accessibility— access to the building and exhibitions is designed to cater for the needs of all visitors, including people with disabilities • outreach—the museum provides travelling exhibitions and online resources so that people who cannot visit Old Parliament House can still share in the opportunities the museum offers. The agency also provides training for its staff, and encourages and assists them to take up opportunities for professional development.
Work by participating in employment, in voluntary work and in family and caring	The agency is an equal opportunity employer. The museum has a well-established volunteer program, including training, that provides opportunities for volunteers to interact with visitors from across Australia and overseas.

All Australians will have the resources, opportunities and capability to:	Agency contribution
Engage by connecting with people and using their local community's resources	Providing opportunities for people to connect and share experiences related to Australia's historic and current political and social heritage is one of the agency's main aims. The museum's outreach activities, such as travelling exhibitions and online resources, extend opportunities for engagement across geographic and social distances. The museum responds to feedback and seeks input from the community in designing and delivering its displays and activities. In some cases, the museum works in partnership with other organisations to encourage community participation and achieve positive outcomes for target groups. The agency participates in the social life of Canberra, by contributing to interagency forums and supporting and hosting a range of events and online activities.
Have a voice so that they can influence decisions that affect them	Enhancing appreciation of the history and nature of Australian democracy is one of the agency's main aims. This includes providing a range of information resources and learning opportunities to help Australians understand how they can have a voice in the decisions that shape their lives. Under its Client Service Charter, the agency encourages members of the public to comment on the agency's performance and suggest ways that the agency can serve them better. Staff are encouraged to comment on the agency's policies and guidelines, which are generally circulated to all staff for comment before being finalised, and to participate actively in regular section, branch and all-staff meetings. Management and staff representatives also regularly discuss relevant issues through a Workplace Consultative Committee.

DISABILITY

From 1994 to 2010, Commonwealth departments and agencies reported on their performance under the Commonwealth Disability Strategy. In 2010–11, the Commonwealth Disability Strategy was overtaken by the new National Disability Strategy, which sets out a 10-year national policy framework for improving life for Australians with disability and their families and carers. The strategy includes new mechanisms for monitoring and reporting on progress, separate from annual reports. In particular, a high-level report to track progress for people with disability at a national level will be produced for the Council of Australian Governments and made available online by the Department of Families, Housing, Community Services and Indigenous Affairs at *www.fahcsia.gov.au*.

Although annual reports are no longer required to address specific measures of performance in this area, this annual report includes several examples of the agency's activities to ensure that people with disabilities can readily access its facilities and programs.

INFORMATION MANAGEMENT

Information and communications technology (ICT) services continued to be provided under a memorandum of understanding with the Department of the Prime Minister and Cabinet. Representatives of the agency and the department met monthly to monitor service delivery and management.

Relevant guidelines were maintained during 2010–11, including processes for the development of business cases and the assessment of new ICT projects. These processes ensure that all project proposals are fully scoped, project plans are prepared, risk analyses are undertaken and life-cycle costings are considered in the initial scoping and implementation phase. They also ensure that the relevance of any project to the strategic direction of the agency is clearly articulated.

RECORDS MANAGEMENT

Records management services continued to be provided by the Department of the Prime Minister and Cabinet under a memorandum of understanding, and an outposted staff member of that department worked on site at Old Parliament House part time.

The agency's first Records Authority was formally approved by the National Archives of Australia in early 2010–11 and is now in operation.

In 2010–11, the agency undertook a major project to sentence old files, using contracted services from the Department of the Prime Minister and Cabinet. A total of 3,529 files created prior to 2010 were sentenced through the project, which greatly increased the efficiency of agency record keeping.

ASSET MANAGEMENT

The agency applies best practice asset management principles to its facilities and associated assets. Issues that could affect energy consumption, waste, recycling and climate change are considered when planning, acquiring, operating and disposing of assets.

Two plans ensure that the management of assets forms part of the agency's integrated planning and management framework:

- the Asset Management Administrative Procedure, which is used to manage an annual stocktake of assets
- the Heritage Management Plan, which is used to manage the heritage assets of the building and the agency's heritage collection of furniture and fittings.

Condition assessment and strategic life-cycle planning are used to develop asset replacement plans for key assets. The Life Cycle Cost Plan guides activity for the conservation, refurbishment and cyclical works required to maintain the building over 15 years. These plans are critical tools in implementing the agency's annual Business Plan and developing its budget, as well as long-term planning and management to maximise the facilities' capability and useful life.

Major asset development projects undertaken during 2010–11 are described in the report on performance for Program 1.1.

PROCUREMENT

In 2010–11, all procurement and purchasing activities were conducted in accordance with the *Commonwealth Procurement Guidelines* (2008) and their principles, such as value for money and encouraging competition; the Chief Executive's Instructions; and the agency's administrative procedures and accounting policies. All of these were available to staff online or in hard copy from the Finance Section.

FRAMEWORK

Although the agency has a dedicated procurement officer to coordinate and advise on procurement, it operates a devolved framework that places responsibility for procurement activity with line area managers.

During the year new external procurement guidelines were developed along with standardised contracts and Request for Quote and Request for Tender documentation.

PURCHASER–PROVIDER ARRANGEMENTS

The agency is not appropriated funds to deliver outcomes through purchaser–provider arrangements, and as a result had no purchaser–provider arrangements in 2010–11.

CONSULTANCIES

Consultants are engaged when necessary expertise is unavailable within the agency, or when required specialised skills are not available without diverting resources from higher priority tasks. In accordance with the *Commonwealth Procurement Guidelines*, consultants are selected by open tender, panel arrangements or select tendering.

The main areas in which consultants were engaged in 2010–11 were heritage work, and exhibition, marketing and interpretation content development.

Annual reports contain information about actual expenditure on contracts for consultancies. Information on the value of contracts and consultancies is available on the AusTender website, *www.tenders.gov.au*.

During 2010–11, 29 new consultancy contracts were entered into involving total actual expenditure of $0.463 million (inclusive of GST). No consultancy contracts were ongoing from 2009-10. Details of consultancies over $10,000 (GST inclusive) are in Appendix J (pages 157-158).

The agency's standard contract templates include an Australian National Audit Office access clause. All contracts signed during the reporting period for $100,000 or more (GST inclusive) had provision for the Auditor-General to access the contractors' premises.

No contract for $10,000 or more (GST inclusive) was exempted by the Chief Finance Officer from publication on AusTender.

CHAPTER 5
FINANCIAL STATEMENTS

SUMMARY OF FINANCIAL MANAGEMENT AND PERFORMANCE

This section provides an overview of financial performance in 2010–11. The audited financial statements follow, and detailed statements of agency resources and expenses by outcome are provided in Appendix I.

HOW THE AGENCY IS FUNDED

Parliament, via the Appropriation Acts, provides Old Parliament House with two types of funding:

- departmental resources—these are used to deliver the objectives of conserving Old Parliament House as a significant national heritage site and delivering the Museum of Australian Democracy at Old Parliament House
- administered resources—these are revenues and payments that the agency administers on behalf of the government, which controls how they are used and requires the agency to account for them separately. The payments relate to the capital works on the heritage building and the development of exhibitions for the Museum of Australian Democracy.

HOW FINANCIAL PERFORMANCE IS MEASURED

The agency publishes detailed financial forecasts through the year as part of the Budget Papers. The key reference point is the Portfolio Budget Statements, released on Budget night.

The agency's overall focus is on providing accurate estimates and achieving a balanced financial outcome.

KEY RESULTS IN 2010–11

The agency received an unqualified audit report on the 2010–11 financial statements from the Australian National Audit Office, with no Category A, B or C findings.

DEPARTMENTAL FINANCES

Revenue from government decreased from $13.823 million in 2009–10 to $13.755 million in 2010–11. The reduction in appropriation income was offset by an increase in own source revenue from $0.061 million in 2009–10 to $0.218 million in 2010–11. The increase is primarily due to the recognition of other gains for asset donations ($0.102 million) and advertising ($0.043 million) received free of charge and a small increase in other revenue ($0.012 million).

The agency operated within the available resources in 2010–11 to end the financial year with an attributable surplus (excluding depreciation and amortisation) of $0.123 million. When asset donations are excluded the net result was a surplus of $0.021 million compared to a break-even budget position.

Net equity increased by $0.429 million due to the attributable surplus of $0.123 million and an equity injection of $0.761 million for capital projects partly offset by the removal of depreciation and amortisation funding with the change to the net cash framework of $0.455 million. The agency's financial assets at 30 June 2011 of $4.612 million are adequate to cover liabilities of $2.538 million.

Table 11 Trends in departmental finances

	2009–10 $m	2010–11 $m	Change
Income and expenses			
Employee expenses	6.692	7.178	+7%
Supplier expenses	6.562	6.670	+2%
Other expenses	0.028	0.002	-93%
Total expenses	**13.282**	**13.850**	**+4%**
Other own source revenue	0.061	0.218	+257%
Net cost of services	**13.221**	**13.632**	**+3%**
Revenue from government	13.823	13.755	-1%
Operating result[a]	**0.602**	**0.123**	**-80%**
Assets			
Financial assets	3.704	4.612	+32%
Non-financial assets	2.222	2.074	-7%
Liabilities	2.207	2.538	+29%
Net assets	**3.719**	**4.148**	**+12%**

a Excluding depreciation and amortisation.

ADMINISTERED FINANCES

The agency administers revenues from rent and admissions and payments for capital works on the heritage building and the development of the exhibitions for the Museum of Australian Democracy.

In 2010–11 administered income equated to $1.482 million, compared to $1.351 million in 2009–10. Overall income increased due to an increase in rental tenancies in the building.

In 2010–11 administered expenses equated to $3.866 million compared to $3.660 million in 2009–10. The administered expenses are primarily depreciation and amortisation on the building and exhibition assets. The increase reflects the full-year impact of depreciation on capital works completed at the end of last year.

Non-financial assets increased significantly due to the revaluation of the heritage building at 30 June 2011.

Table 12 Trends in administered finances

	2009–10 $m	2010–11 $m	Change
Income and expenses			
Revenue	1.351	1.482	+10%
Other gains	-	0.044	-
Total income	**1.351**	**1.526**	**+13%**
Depreciation and amortisation	3.660	3.866	+6%
Total expenses	**3.660**	**3.866**	**+6%**
Assets			
Financial assets	0.396	0.224	-44%
Non-financial assets	77.722	93.459	+20%
Liabilities	0.141	0.244	+73%

UNDERSTANDING THE FINANCIAL STATEMENTS

The content and format of the agency's financial statements is prescribed by the Minister for Finance and Deregulation under the *Financial Management and Accountability Act 1997*. The statements include:

- a statement of comprehensive income—this shows income and expenses on an accrual basis
- a balance sheet—this details assets and liabilities, as well as the amount of the Australian Government's equity at year-end
- a statement of changes in equity—this shows how the Australian Government equity held by the agency has changed due to changes in asset valuations, accumulated surpluses and capital transactions
- a statement of cash flows—this shows where the cash used by the agency during the year came from, and how it was used.

Departmental outputs and administered items for 2009–10 and 2010–11 are in the formal financial statements. A shaded background indicates that information relates to an administered resource.

FINANCIAL STATEMENTS AND SUPPORTING NOTES FOR THE YEAR ENDED 30 JUNE 2011

Include sections covering:

- Independent auditor's report (ANAO)
- Statement by the Director and Chief Finance Officer
- Financial statements

OLD PARLIAMENT HOUSE

STATEMENT BY THE DIRECTOR AND CHIEF FINANCIAL OFFICER

In our opinion, the attached financial statements for the year ended 30 June 2011 are based on properly maintained financial records and give a true and fair view of the matters required by the Finance Minister's Orders made under the *Financial Management and Accountability Act 1997,* as amended.

Signed.....

J. Anderson
Director

02/09/2011

Signed.....

K. Hogan
Chief Financial Officer

02/09/2011

Australian National
Audit Office

INDEPENDENT AUDITOR'S REPORT

To the Minister for Arts

I have audited the accompanying financial statements of Old Parliament House for the year ended 30 June 2011, which comprise: a Statement by the Director and Chief Financial Officer; Statement of Comprehensive Income; Balance Sheet; Statement of Changes in Equity; Cash Flow Statement; Schedule of Commitments; Schedule of Contingencies; Schedule of Asset Additions; Schedule of Administered Items and Notes comprising a Summary of Significant Accounting Policies and other explanatory information.

Director's Responsibility for the Financial Statements

The Director of the agency is responsible for the preparation of financial statements that give a true and fair view in accordance with the Finance Minister's Orders made under the *Financial Management and Accountability Act 1997*, including the Australian Accounting Standards, and for such internal control as the Director determines is necessary to enable the preparation of the financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on the financial statements based on my audit. I have conducted my audit in accordance with the Australian National Audit Office Auditing Standards, which incorporate the Australian Auditing Standards. These auditing standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the agency's preparation of the financial statements that give a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the agency's internal control. An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of accounting estimates made by the Director of the agency, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion

GPO Box 707 CANBERRA ACT 2601
19 National Circuit BARTON ACT 2600
Phone (02) 6203 7300 Fax (02) 6203 7777

Independence

In conducting my audit, I have followed the independence requirements of the Australian National Audit Office, which incorporate the requirements of the Australian accounting profession.

Opinion

In my opinion, the financial statements of Old Parliament House:

(a) have been prepared in accordance with the Finance Minister's Orders made under the *Financial Management and Accountability Act 1997,* including the Australian Accounting Standards; and

(b) give a true and fair view of the matters required by the Finance Minister's Orders including Old Parliament House's financial position as at 30 June 2011 and of its financial performance and cash flows for the year then ended.

Australian National Audit Office

S. Buchanan

Serena Buchanan
Audit Principal

Delegate of the Auditor-General

Canberra

2 September 2011

OLD PARLIAMENT HOUSE
STATEMENT OF COMPREHENSIVE INCOME
for the period ended 30 June 2011

	Notes	2011 $'000	2010 $'000
EXPENSES			
Employee benefits	3A	**7,178**	6,692
Supplier expenses	3B	**6,670**	6,562
Depreciation and amortisation	3C	**455**	475
Write down and impairment of assets	3D	**2**	28
Total expenses		**14,305**	13,757
LESS:			
OWN-SOURCE INCOME			
Own-source revenue			
Rendering of services	4A	**1**	3
Other revenue	4B	**28**	14
Total own-source revenue		**29**	17
Gains			
Other Gains	4C	**189**	44
Total gains		**189**	44
Total own-source income		**218**	61
Net cost of services		**14,087**	13,696
Revenue from Government	4D	**13,755**	13,823
(Deficit) Surplus attributable to the Australian Government		**(332)**	127
OTHER COMPREHENSIVE INCOME			
Changes in asset revaluation reserves		**-**	-
Total other comprehensive income		**-**	-
(Deficit) Surplus attributable to the Australian Government		**(332)**	127

The above statement should be read in conjunction with the accompanying notes.

OLD PARLIAMENT HOUSE
BALANCE SHEET
as at 30 June 2011

	Notes	2011 $'000	2010 $'000
ASSETS			
Financial Assets			
Cash and cash equivalents	5A	**42**	58
Trade and other receivables	5B	**4,570**	3,646
Total financial assets		**4,612**	3,704
Non-Financial Assets			
Heritage and cultural assets	6A,B,C	**902**	734
Infrastructure, plant and equipment	6A,B,C	**1,044**	1,322
Intangibles	6D,E,F	**71**	138
Other non-financial assets	6G	**57**	28
Total non-financial assets		**2,074**	2,222
Total Assets		**6,686**	5,926
LIABILITIES			
Payables			
Suppliers	7A	**904**	642
Other payables	7B	**214**	158
Total payables		**1,118**	800
Provisions			
Employee provisions	8A	**1,420**	1,407
Total provisions		**1,420**	1,407
Total Liabilities		**2,538**	2,207
Net Assets		**4,148**	3,719
EQUITY			
Parent Entity Interest			
Contributed equity		**4,337**	3,576
Asset revaluation reserves		**2**	2
(Accumulated deficit) Retained surplus		**(191)**	141
Total Equity		**4,148**	3,719

The above statement should be read in conjunction with the accompanying notes.

OLD PARLIAMENT HOUSE
STATEMENT OF CHANGES IN EQUITY
for the period ended 30 June 2011

	Retained earnings		Asset revaluation reserve		Contributed equity/capital		Total equity	
	2011	2010	**2011**	2010	**2011**	2010	**2011**	2010
	$'000	$'000	**$'000**	$'000	**$'000**	$'000	**$'000**	$'000
Opening balance								
Balance carried forward from previous period	**141**	14	**2**	2	**3,576**	3,260	**3,719**	3,276
Adjusted opening balance	**141**	14	**2**	2	**3,576**	3,260	**3,719**	3,276
Comprehensive income								
Other comprehensive income - Changes in asset revaluation reserves	**-**	-	**-**	-	**-**	-	**-**	-
Surplus (Deficit) for the period	**(332)**	127					**(332)**	127
Total comprehensive income	**(332)**	127	**-**	-	**-**	-	**(332)**	127
Transactions with owners								
Contributions by owners								
Equity injection - Appropriation	**-**	-	**-**	-	**52**	259	**52**	259
Departmental capital budget					**709**	-	**709**	-
Restructuring	**-**	-	**-**	-	**-**	57	**-**	57
Sub-total transactions with owners	**-**	-	**-**	-	**761**	316	**761**	316
Closing balance as at 30 June	**(191)**	141	**2**	2	**4,337**	3,576	**4,148**	3,719

The above statement should be read in conjunction with the accompanying notes.

OLD PARLIAMENT HOUSE
CASH FLOW STATEMENT
for the period ended 30 June 2011

	Notes	2011 $'000	2010 $'000
OPERATING ACTIVITIES			
Cash received			
Appropriations		**12,596**	12,929
Transfers from OPA [1]		**250**	264
Other income		**87**	34
Net GST received		**575**	602
Total cash received		**13,508**	13,829
Cash used			
Employees		**7,092**	6,553
Suppliers		**6,766**	7,034
Transfers to OPA [2]		**250**	264
Total cash used		**14,108**	13,851
Net cash used by operating activities	10	**(600)**	(22)
INVESTING ACTIVITIES			
Cash used			
Purchase of heritage and cultural assets		**65**	184
Purchase of infrastructure, plant and equipment		**110**	155
Purchase of intangibles		**2**	47
Total cash used		**177**	386
Net cash used by investing activities		**(177)**	(386)
FINANCING ACTIVITIES			
Cash received			
Contributed equity		**761**	316
Total cash received		**761**	316
Net cash from financing activities		**761**	316
Net decrease in cash held		**(16)**	(92)
Cash and cash equivalents at the beginning of the reporting period		**58**	150
Cash and cash equivalents at the end of the reporting period	5A	**42**	58

The above statement should be read in conjunction with the accompanying notes.

Notes:
1 - Sweeping of S.31 revenue received from the OPA to OPH
2 - Draw down of S.31 receipts from the OPA

OLD PARLIAMENT HOUSE
SCHEDULE OF COMMITMENTS
as at 30 June 2011

	2011	2010
BY TYPE	**$'000**	$'000
Commitments receivable		
Net GST recoverable on commitments	**(245)**	(123)
Total commitments receivable	**(245)**	(123)
Commitments payable		
Other commitments		
Suppliers	**2,695**	1,354
Total other commitments	**2,695**	1,354
Net commitments by type	**2,450**	1,231
BY MATURITY		
Commitments receivable		
Other commitments receivable		
One year or less	**(154)**	(93)
From one to five years	**(91)**	(30)
Over five years	**-**	-
Total other commitments receivable	**(245)**	(123)
Commitments payable		
Other Commitments		
One year or less	**1,690**	1,028
From one to five years	**1,005**	326
Over five years	**-**	-
Total other commitments	**2,695**	1,354
Net commitments by maturity	**2,450**	1,231

NB: Commitments are GST inclusive where relevant.

The nature of other commitments are primarily for building maintenance, cleaning, security and the provision of information technology services.

This schedule should be read in conjunction with the accompanying notes.

OLD PARLIAMENT HOUSE
SCHEDULE OF CONTINGENCIES
as at 30 June 2011

There were no departmental contingent assets or liabilities in 2010 or 2011.

OLD PARLIAMENT HOUSE
SCHEDULE OF ASSET ADDITIONS
for the period ended 30 June 2011

The following non-financial non-current assets were added in 2010-11:

	Heritage & cultural $'000	Infrastructure, plant and equipment $'000	Intangibles $'000	Total $'000
Additions funded in the current year				
By purchase - appropriation ordinary annual services				
Departmental capital budget	**12**	**91**	**2**	**105**
By purchase - appropriation other services				
Equity injections	**53**	**19**	**-**	**72**
Assets received as gifts/donations	**103**	**-**	**-**	**103**
Total additions funded in the current year	**168**	**110**	**2**	**280**

The following non-financial non-current assets were added in 2009-10:

	Heritage & cultural $'000	Infrastructure, plant and equipment $'000	Intangibles $'000	Total $'000
Additions funded in the current year				
By purchase - appropriation ordinary annual services				
Departmental capital budget	-	-	-	-
By purchase - appropriation other services				
Equity injections	184	155	47	386
Assets received as gifts/donations	-	-	-	-
Total additions funded in the current year	184	155	47	386

OLD PARLIAMENT HOUSE
SCHEDULE OF ADMINISTERED ITEMS

	Notes	2011 $'000	2010 $'000
Income administered on behalf of Government			
for the period ended 30 June 2011			
Revenue			
Non-taxation revenue			
Sale of goods and rendering of services	14A	**184**	212
Rental income	14B	**1,298**	1,139
Total non-taxation revenue		**1,482**	1,351
Total revenues administered on behalf of Government		**1,482**	1,351
Gains			
Other gains	14C	**44**	-
Total gains administered on behalf of Government		**44**	-
Total income administered on behalf of Government		**1,526**	1,351
Expenses administered on behalf of Government			
for the period ended 30 June 2011			
Depreciation and amortisation	15A	**3,866**	3,630
Write-down and impairment of assets	15B	**-**	30
Total expenses administered on behalf of Government		**3,866**	3,660

This schedule should be read in conjunction with the accompanying notes.

OLD PARLIAMENT HOUSE
SCHEDULE OF ADMINISTERED ITEMS

	Notes	2011 $'000	2010 $'000
Assets administered on behalf of Government			
as at 30 June 2011			
Financial assets			
Trade and other receivables	16A	**212**	389
Other financial assets	16B	**12**	7
Total financial assets		**224**	396
Non-financial assets			
Buildings	16C	**83,974**	66,983
Heritage and cultural assets	16D	**3,901**	3,965
Infrastructure, plant and equipment	16D	**2,262**	2,484
Intangibles	16E	**3,318**	4,290
Total non-financial assets		**93,455**	77,722
Assets held for sale		**4**	-
Total assets administered on behalf of Government		**93,683**	78,118
Liabilities administered on behalf of Government			
as at 30 June 2011			
Payables			
Suppliers	17A	**161**	40
Other payables	17B	**83**	85
Total payables		**244**	125
Provisions			
Other provisions	17C	**-**	16
Total payables		**-**	16
Total liabilities administered on behalf of Government		**244**	141

This schedule should be read in conjunction with the accompanying notes.

OLD PARLIAMENT HOUSE
SCHEDULE OF ADMINISTERED ITEMS

	Notes	2011 $'000	2010 $'000
Administered Cash Flows			
for the period ended 30 June 2011			
OPERATING ACTIVITIES			
Cash received			
Sales of goods and rendering of services		**1,736**	1,523
Net GST received		**153**	554
Total cash received		**1,889**	2,077
Cash used			
Other		**5**	210
Total cash used		**5**	210
Net cash flows from operating activities		**1,884**	1,867
INVESTING ACTIVITIES			
Cash used			
Purchase of building works, property, plant and equipment		**2,724**	2,849
Total cash used		**2,724**	2,849
Net cash flows used by investing activities		**(2,724)**	(2,849)
Net Decrease in Cash Held		**(840)**	(982)
Cash and cash equivalents at the beginning of the reporting period		**-**	-
Cash from Official Public Account for:			
-Appropriations		**2,414**	5,839
-S.30A payments		**316**	298
-Transfer of funds on restructure		**-**	75
- S.28 refunds		**17**	2
		2,747	6,214
Cash to Official Public Account for:			
- Return of prior year appropriations		**-**	(3,131)
- Refund of administered receipts		**(1,907)**	(2,101)
		(1,907)	(5,232)
Cash and cash equivalents at the end of the reporting period		**-**	-

This schedule should be read in conjunction with the accompanying notes.

OLD PARLIAMENT HOUSE
SCHEDULE OF ADMINISTERED ITEMS

	2011 $'000	2010 $'000
Administered Commitments		
as at 30 June 2011		
BY TYPE		
Commitments receivable		
Rental income	**(1,363)**	(2,220)
Total commitments receivable	**(1,363)**	(2,220)
Commitments payable		
Capital commitments		
Land and buildings	**433**	858
Infrastructure, plant and equipment	**26**	75
Heritage and cultural	**-**	15
Total capital commitments	**459**	948
Other commitments		
Net GST payable on commitments	**82**	116
Total other commitments	**82**	116
Net commitments by type	**(822)**	(1,156)
BY MATURITY		
Commitments receivable		
Operating lease income		
One year or less	**(1,077)**	(1,207)
From one to five years	**(286)**	(1,013)
Over five years	**-**	-
Total operating lease income	**(1,363)**	(2,220)
Commitments payable		
Capital commitments		
One year or less	**459**	948
From one to five years	**-**	-
Over five years	**-**	-
Total capital commitments	**459**	948
Other commitments		
One year or less	**56**	24
From one to five years	**26**	92
Over five years	**-**	-
Total other commitments	**82**	116
Net commitments by maturity	**(822)**	(1,156)

NB: Commitments are GST inclusive where relevant.

The nature of commitments receivable is the rental income from rental contracts in the building.
The nature of the capital commitments are current year projects where the delivery of goods from overseas were unexpectedly delayed and where technical and weather delays occurred.

This schedule should be read in conjunction with the accompanying notes.

OLD PARLIAMENT HOUSE
SCHEDULE OF ADMINISTERED CONTINGENCIES
As at 30 June 2011

There are no administered contingent assets or liabilities

OLD PARLIAMENT HOUSE
SCHEDULE OF ADMINISTERED ITEMS

Administered Asset Additions
for the period ended 30 June 2011

The following non-financial non-current assets were added in 2010-11:

	Buildings $'000	Heritage & cultural $'000	Infrastructure, plant & equipment $'000	Intangibles $'000	Total $'000
Additions funded in the current year					
By purchase - appropriation ordinary annual services					
Administered capital budget	**1,048**		**310**	**35**	**1,393**
Ordinary operating costs	**272**	**-**	**-**	**-**	**272**
By purchase - appropriation other services					
Administered assets and liabilities	**813**	**63**	**41**	**16**	**933**
Total additions funded in the current year	**2,133**	**63**	**351**	**51**	**2,598**

The following non-financial non-current assets were added in 2009-10:

	Buildings $'000	Heritage & cultural $'000	Infrastructure, plant & equipment $'000	Intangibles $'000	Total $'000
Additions funded in the current year					
By purchase - appropriation ordinary annual services					
Ordinary operating costs	1,090	-	549	-	1,639
By purchase - appropriation other services					
Equity injections	-	139	-	359	498
Total additions funded in the current year	1,090	139	549	359	2,137

OLD PARLIAMENT HOUSE

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 30 JUNE 2011

NOTE:

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Note 1: Summary of Significant Accounting Policies

1.1 Objectives of OPH

OPH is an Australian Government controlled entity. The objectives of OPH are twofold: to conserve OPH as a significant national heritage site and to deliver the Museum of Australian Democracy at Old Parliament House.

OPH is structured to meet one outcome:

> An enhanced appreciation and understanding of the political and social heritage of Australia for members of the public, through activities including the conservation and upkeep of, and the provision of access to, Old Parliament House and the development of its collection, exhibitions and educational programs.

Agency activities contributing toward these outcomes are classified as either departmental or administered. Departmental activities involve the use of assets, liabilities, income and expenses controlled or incurred by OPH in its own right. Administered activities involve the management or oversight by OPH, on behalf of the Government, of items controlled or incurred by the Government.

Departmental activities are identified under one program which conserves and manages OPH as a site of national heritage significance and develops and presents OPH as a major museum of political, parliamentary and social history.

1.2 Basis of Preparation of the Financial Report

The financial statements are general purpose financial statements and are required by section 49 of the *Financial Management and Accountability Act 1997*.

The Financial Statements have been prepared in accordance with:

- Finance Minister's Orders (or FMO) for reporting periods ending on or after 1 July 2010; and
- Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board (AASB) that apply for the reporting period.

The financial statements have been prepared on an accrual basis and in accordance with the historical cost convention, except for certain assets at fair value. Except where stated, no allowance is made for the effect of changing prices on the results or the financial position.

The financial statements are presented in Australian dollars and values are rounded to the nearest thousand dollars, unless otherwise specified.

Unless an alternative treatment is specifically required by an accounting standard or the FMOs, assets and liabilities are recognised in the balance sheet when and only when it is probable that future economic benefits will flow to the entity or a future sacrifice of economic benefits will be required and the amounts of the assets or liabilities can be reliably measured. However, assets and liabilities arising under executor contracts are not recognised unless required by an accounting standard. Liabilities and assets that are unrecognised are reported in the schedule of commitments and the schedule of contingencies.

1.2 Basis of Preparation of the Financial Report (continued)

Unless alternative treatment is specifically required by an accounting standard, income and expenses are recognised in the statement of comprehensive income when, and only when, the flow, consumption or loss of economic benefits has occurred and can be reliably measured.

1.3 Significant Accounting Judgements and Estimates

No accounting assumptions or estimates have been identified that have a significant risk of causing a material adjustment to carrying amounts of assets and liabilities within the next accounting period.

1.4 New Australian Accounting Standards

Adoption of New Australian Accounting Standard Requirements

Other new standards and amendments to standards that were issued prior to the sign off date and are applicable to the current reporting period did not have a financial impact, and are not expected to have a future financial impact on the entity.

Future Australian Accounting Standard Requirements

The following new standards, amendments to standards or interpretations have been issued by the Australian Accounting Standards Board prior to the signing of the sign off date, which are expected to have a financial impact on the entity for future reporting periods.

AASB 5	Non–current Assets Held for Sale and Discontinued Operations – October 2010 (Compilation)
AASB 9	Financial Instruments – December 2010 (Compilation)
AASB 101	Presentation of Financial Statements – October 2010 (Compilation)
AASB 107	Statement of Cash Flows – October 2010 (Compilation)
AASB 108	Accounting Policies, Changes in Accounting Estimates and Errors – December 2009 (Compilation)
AASB 110	Events after the Reporting Period – December 2009 (Compilation)
AASB 118	Revenue – October 2010 (Compilation)
AASB 119	Employee Benefits – October 2010 (Compilation)
AASB 124	Related Party Disclosures – December 2009 (Principal)
AASB 132	Financial Instruments: Presentation – October 2010 (Compilation)
AASB 137	Provisions, Contingent Liabilities and Contingent Assets – October 2010 (Compilation)
AASB 139	Financial Instruments: Recognition and Measurement – October 2010 (Compilation)
AASB 1031	Materiality – December 2009 (Compilation)
AASB 1054	Australian Additional Disclosures – May 2011 (Principal)
AASB 2010–6	Amendments to Australian Accounting Standards – Disclosures on Transfers of Financial Assets [AASB 1 & AASB 7] – November 2010
AASB 2010–7	Amendments to Australian Accounting Standards arising from AASB 9 (December 2010) [AASB 1, 3, 4, 5, 7, 101, 102, 108, 112, 118, 120, 121, 127, 128, 131, 132, 136, 137, 139, 1023 & 1038 and Interpretations 2, 5, 10, 12, 19 & 127] – December 2010
AASB 2011–1	Amendments to Australian Accounting Standards arising from the Trans–Tasman Convergence Project [AASB 1, AASB 5, AASB 101, AASB 107, AASB 108, AASB 121, AASB 128, AASB 132 & AASB 134 and Interpretations 2, 112 & 113] – May 2011

1.4 New Australian Accounting Standards (continued)

Interp. 4	Determining whether an Arrangement contains a Lease – December 2009 (Compilation)
Interp. 115	Operating Leases – Incentives – October 2010 (Compilation)
Interp. 127	Evaluating the Substance of Transactions Involving the Legal Form of a Lease – October 2010 (Compilation)
Interp. 132	Intangible Assets – Web Site Costs – October 2010 (Compilation)

Other new standards or interpretations that were issued prior to the sign off date are applicable to the future reporting periods are not expected to have a future financial impact on the entity.

1.5 Revenue

Other types of revenue

Revenue from rendering of services is recognised by reference to the stage of completion of contracts at the reporting date. The revenue is recognised when:

- the amount of revenue, stage of completion and transaction costs incurred can be reliably measured; and
- the probable economic benefits associated with the transaction will flow to the entity.

The stage of completion of contracts at the reporting date is determined by reference to the proportion that costs incurred to date bear to the estimated total costs of the transaction.

Receivables for goods and services, which have 30 day terms, are recognised at the nominal amounts due less any impairment allowance account. Collectability of debts is reviewed at the end of the reporting period. Allowances are made when collectability of the debt is no longer probable.

Revenue from Government

Amounts appropriated for departmental appropriations for the year (adjusted for any formal additions and reductions) are recognised as Revenue from Government when OPH gains control of the appropriation, except for certain amounts that relate to activities that are reciprocal in nature, in which case revenue is recognised only when it has been earned.

Appropriations receivable are recognised at their nominal amounts.

1.6 Gains

Resources Received Free of Charge

Resources received free of charge are recognised as gains when, and only when, a fair value can be reliably determined and the services would have been purchased if they had not been donated. Use of those resources is recognised as an expense.

Resources received free of charge are recorded as either revenue or gains depending on their nature.

Resources received free of charge (continued)

Contributions of assets at no cost of acquisition or for nominal consideration are recognised as gains at their fair value when the asset qualifies for recognition, unless received from another Government agency or authority as a consequence of a restructuring of administrative arrangements (Refer to Note 1.7).

1.6 Gains (continued)

Sale of Assets

Gains from disposal of assets are recognised when control of the asset has passed to the buyer.

1.7 Transactions with the Government as Owner

Equity Injections

Amounts appropriated which are designated as 'equity injections' for a year (less any formal reductions) and Departmental Capital Budgets (DCBs) are recognised directly in contributed equity.

Restructuring of Administrative Arrangements

Net assets received from or relinquished to another Australian Government agency or authority under a restructuring of administrative arrangements are adjusted at their book value directly against contributed equity. In 2008-09, by agreement with the Department of Finance and Deregulation, OPH obtained control of the Assets and Liabilities of OPH and unspent appropriations from prior year.

In 2009-10 additional departmental appropriation funds were transferred from DEWHA ($56,459) and the National Museum of Australia ($141) for unfunded leave liabilities as at 1 July 2008. See note 9 for details.

Other Distributions from Owners

The FMOs require that distributions to owners be debited to contributed equity unless in the nature of a dividend. In 2009-10, by agreement with the Department of Finance and Deregulation, OPH relinquished control of administered appropriation funding of $2,959,000 and depreciation funding of $172,334, which was returned to the Official Public Account. On 4 February 2010, the Finance Minister issued a determination to reduce Departmental Output appropriations by $390,000.

1.8 Employee Benefits

Liabilities for 'short-term employee benefits' (as defined in AASB 119 *Employee Benefits*) and termination benefits due within twelve months of the end of reporting period are measured at their nominal amounts.

The nominal amount is calculated with regard to the rates expected to be paid on settlement of the liability.

Other long-term employee benefits are measured as net total of the present value of the defined benefit obligations at the end of the reporting period minus the fair value at the end of the reporting period of plan assets (if any) out of which the obligations are to be settled directly.

Leave

The liability for employee benefits includes provision for annual leave and long service leave. No provision has been made for personal leave as all personal leave is non-vesting and the average personal leave taken in future years by employees of OPH is estimated to be less than the annual entitlement for personal leave.

1.8 Employee Benefits (continued)

The leave liabilities are calculated on the basis of employees' remuneration at the estimated salary rates that applied at the time the leave is taken, including OPH's employer superannuation contribution rates to the extent that the leave is likely to be taken during service rather than paid out on termination.

The liability for long service leave has been determined by reference to the work of an actuary as at 30 June 2011. The estimate of the present value of the liability takes into account attrition rates and pay increases through promotion and inflation.

Separation and Redundancy

No provision is required for separation and redundancy of employees.

Superannuation

Staff of OPH are members of the Commonwealth Superannuation Scheme (CSS), the Public Sector Superannuation Scheme (PSS), the PSS accumulation plan (PSSap) or a superannuation fund of their choice.

The CSS and PSS are defined benefit schemes for the Australian Government. The PSSap is a defined contribution scheme.

The liability for defined benefits is recognised in the financial statements of the Australian Government and is settled by the Australian Government in due course. This liability is reported by the Department of Finance and Deregulation as an administered item.

OPH makes employer contributions to the employee superannuation scheme at rates determined by an actuary to be sufficient to meet the current cost to the Government of the superannuation entitlements of OPH's employees. OPH accounts for the contributions as if they were contributions to defined contribution plans. Contributions to other funds are at least at the same rate as the applicable PSSap rate.

The liability for superannuation recognised as at 30 June represents outstanding contributions for the final fortnight of the year.

1.9 Cash

Cash is recognised at its nominal amount. Cash and cash equivalents includes:

a) cash on hand, and
b) cash held with outsiders.

1.10 Financial Assets

OPH classifies its financial assets as loans and receivables.

The classification depends on the nature and purpose of the financial assets and is determined at the time of initial recognition.

Financial assets are recognised and derecognised upon trade date.

1.10 Financial Assets (continued)

Effective Interest Method

The effective interest method is a method of calculating the amortised cost of a financial asset and of allocating interest income over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset, or, where appropriate, a shorter period.

Income is recognised on an effective interest rate basis except for financial assets that are recognised at fair value through profit or loss.

Loans and Receivables

Trade receivables, loans and other receivables that have fixed or determinable payments that are not quoted in an active market are classified as 'loans and receivables'. Loans and receivables are measured at amortised cost using the effective interest method less impairment. Interest is recognised by applying the effective interest rate.

Impairment of Financial Assets

Financial assets are assessed for impairment at each reporting date;

- *Financial assets held at amortised cost* - if there is objective evidence that an impairment loss has been incurred for loans and receivables, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of estimated future cash flows discounted at the asset's original effective interest rate. The carrying amount is reduced by way of an allowance account. The loss is recognised in the statement of comprehensive income.

1.11 Financial Liabilities

Financial liabilities are classified as either financial liabilities 'at fair value through profit or loss' or other financial liabilities. OPH only holds other financial liabilities.

Financial liabilities are recognised and derecognised upon 'trade date'.

Other Financial Liabilities

Other financial liabilities, are initially measured at fair value, net of transaction costs.

Other financial liabilities are subsequently measured at amortised cost using the effective interest method, with interest expense recognised on an effective yield basis.

The effective interest method is a method of calculating the amortised cost of a financial liability and of allocating interest expense over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash payments through the expected life of the financial liability, or, where appropriate, a shorter period.

Supplier and other payables are recognised at amortised cost. Liabilities are recognised to the extent that the goods or services have been received (and irrespective of having been invoiced).

1.12 Contingent Liabilities and Contingent Assets

Contingent liabilities and contingent assets are not recognised in the balance sheet but are reported in the relevant schedules and notes. They may arise from uncertainty as to the existence of a liability or asset or represent an asset or liability in respect of which the amount cannot be reliably measured. Contingent assets are disclosed when settlement is probable but not virtually certain and contingent liabilities are disclosed when settlement is greater than remote.

OPH has no contingent liabilities or assets at balance date.

1.13 Acquisition of Assets

Assets are recorded at cost on acquisition or transfer except as stated below. The cost of acquisition includes the fair value of assets transferred in exchange and liabilities undertaken. Financial assets are initially measured at their fair value plus transaction costs where appropriate.

Assets acquired at no cost, or for nominal consideration, are initially recognised as assets and income at their fair value at the date of acquisition, unless acquired as a consequence of restructuring of administrative arrangements. In the latter case, assets are initially recognised as contributions by owners at the amounts at which they were recognised in the transferor agency's accounts immediately prior to the restructuring.

1.14 Infrastructure, Plant and Equipment

Asset Recognition Threshold

Purchases of infrastructure, plant and equipment are recognised initially at cost in the balance sheet, except for purchases costing less than $2,000, which are expensed in the year of acquisition (other than where they form part of a group of similar items which are significant in total). The asset capitalisation threshold of $2,000 has not changed since the agency was established.

Revaluations

Fair values for each class of asset are determined as shown below:

Asset Class	*Fair value measured at:*
Infrastructure, plant and equipment	**Depreciated replacement cost**
Heritage and cultural assets	**Market selling price**

Following initial recognition at cost, infrastructure, plant and equipment are carried at fair value less subsequent accumulated depreciation and accumulated impairment losses. Valuations are conducted with sufficient frequency to ensure that the carrying amounts of assets do not differ materially from the assets' fair values as at the reporting date. The regularity of independent valuations depends upon the volatility of movements in market values for the relevant assets.

Revaluation adjustments are made on a class basis. Any revaluation increment is credited to equity under the heading of asset revaluation reserve except to the extent that it reverses a previous revaluation decrement of the same asset class that was previously recognised through operating result. Revaluation decrements for a class of assets are recognised directly through operating result except to the extent that they reverse a previous revaluation increment for that class.

Any accumulated depreciation as at the revaluation date is eliminated against the gross carrying amount of the asset and the asset restated to the revalued amount.

1.14 Infrastructure, Plant and Equipment (continued)

Depreciation

Depreciable infrastructure, plant and equipment assets are written-off to their estimated residual values over their estimated useful lives to OPH using, in all cases, the straight-line method of depreciation.

Depreciation rates (useful lives), residual values and methods are reviewed at each reporting date and necessary adjustments are recognised in the current, or current and future reporting periods, as appropriate.

Depreciation rates applying to each class of depreciable asset are based on the following useful lives:

Asset class	*2011*	*2010*
Infrastructure, Plant and Equipment	2 to 20 years	2 to 20 years
Heritage and Cultural Assets	Indefinite	Indefinite
Intangibles	3 to 5 years	3 to 5 years

The heritage and cultural assets in departmental have an indefinite useful life and are not depreciated.

Impairment

All assets are assessed for impairment as at 30 June 2011. Where indications of impairment exist, the asset's recoverable amount is estimated and an impairment adjustment made if the asset's recoverable amount is less than its carrying amount.

The recoverable amount of an asset is the higher of its fair value less costs to sell and its value in use. Value in use is the present value of the future cash flows expected to be derived from the asset. Where the future economic benefit of an asset is not primarily dependent on the asset's ability to generate future cash flows, and the asset would be replaced if OPH were deprived of the asset, its value in use is taken to be its depreciated replacement cost.

Derecognition

An item of infrastructure, plant and equipment is derecognised upon disposal or when no further economic benefits are expected from its use or disposal.

Heritage and Cultural Assets

OPH has a variety of items in the departmental Associated History and Research Collection which relate to the building and/or democracy which are used primarily for purposes that relate to their cultural significance. These include the replica Mace, Barton's dispatch box, portraits, prints, books and replica crown jewels (recently donated). OPH has adopted appropriate curatorial and preservation policies for these items and they are deemed to have an indefinite useful life and hence are not depreciated. The curatorial and preservation policies are publicly available at http://static.oph.gov.au/ophgovau/media/docs/heritage/oph-hmp-master.pdf .

1.15 Intangibles

OPH's intangibles comprise licensed software, software purchased for exhibitions, accounting, website development and digital licences for exhibitions. These assets are carried at cost less accumulated amortisation and accumulated impairment losses.

Software is amortised on a straight-line basis over its anticipated useful life. The useful lives of OPH's software are 3 to 5 years (2010: 3 to 5 years).

All software assets are assessed for indications of impairment as at 30 June 2011.

1.16 Taxation / Competitive Neutrality

OPH is exempt from all forms of taxation except Fringe Benefits Tax (FBT) and the Goods and Services Tax (GST).

Revenues, expenses and assets are recognised net of GST except:

- where the amount of GST incurred is not recoverable from the Australian Taxation Office; and
- for receivables and payables.

1.17 Reporting of Administered Activities

OPH administered assets are the Old Parliament House building, heritage furniture and the assets associated with the development of the Museum of Australian Democracy. The administered activities relate to the improvement of these assets.

Administered revenues, expenses, assets, liabilities and cash flows are disclosed in the schedule of administered items and related notes.

Except where otherwise stated below, administered items are accounted for on the same basis and using the same policies as for departmental items, including the application of Australian Accounting Standards.

Significant Accounting Judgements and Estimates

In the process of applying the accounting policies listed in this note, the entity has made a judgement that has the most significant impact on the amounts recorded in the financial statements; the fair value of buildings has been taken to be the market value, determined by calculating the depreciated replacement value, as determined by an independent valuer. In our case, the OPH building was purpose built and as such may in fact realise more or less in the market.

Administered Cash Transfers to and from the Official Public Account

Revenue collected by OPH for use by the Government rather than OPH is administered revenue. Collections are transferred to the Official Public Account maintained by the Department of Finance and Deregulation. Conversely, cash is drawn from the OPA to make payments under Parliamentary appropriation on behalf of Government. These transfers to and from the OPA are adjustments to the administered cash held by OPH on behalf of the Government and reported as such in the statement of cash flows in the schedule of administered items and in the administered reconciliation table in Note 18.

1.17 Reporting of Administered Activities (continued)

Revenue

All administered revenues are revenues relating to the course of ordinary activities performed by OPH on behalf of the Australian Government.

Revenue is generated from fees charged for entry into the Museum of Australian Democracy at Old Parliament House. Administered fee revenue is recognised when access occurs. Revenue is also generated from rental of building space. This rental revenue is recognised when due under the terms of the rental agreements. All funds are returned to the Official Public Account and are thus not shown as revenue in OPH.

Collectability of debts is reviewed at balance date. Allowances are made when collectability of the debt is judged to be less, rather than more likely.

Property, Plant and Equipment

Revaluations
Fair values for each class of asset are determined as shown below:

Asset Class	*Fair value measured at*
Buildings	Depreciated replacement cost
Heritage and cultural assets	Market value
Other property, plant and equipment	Depreciated replacement cost

A revaluation of the building was conducted on 30 June 2011 by an independent valuer. The valuation increased by $17,689,084 to $83,800,000 (excluding work in progress). The revaluation increment by building class has been credited to the asset revaluation reserve, as shown in Note 18.

Any accumulated depreciations at the revaluation date were eliminated against the gross carrying amount of the asset and the asset was restated to the revalued amount.

Depreciation

Depreciation rates applying to each class of depreciable asset are based on the following useful lives:

Asset class	2011	2010
Buildings	1 to 76 years	8 to 77 years
Infrastructure, Plant and Equipment	3 to 10 years	3 to 10 years
Heritage and Cultural Assets	25 years	25 years
Intangibles	3 to 5 years	3 to 5 years

The administered heritage and cultural items include furniture and heritage items in use and as such these do not have an indefinite useful life and are depreciated.

Property, Plant and Equipment (continued)

Impairment

All assets were tested for impairment at 30 June 2011. Indications of impairment existed on the render of the building and the building valuer quantified the extent of the impairment at $727,043. The impairment loss related to the revalued asset class of buildings and thus the reduction in value has been treated as a revaluation decrease. The net revaluation in 2010-11 is therefore $16,962,041.

Loans and Receivables

Where loans and receivables are not subject to concessional treatment, they are carried at amortised cost using the effective interest method. Gains and losses due to impairment derecognition and amortisation is recognised through profit or loss.

Note 2: Events After the Reporting Period

OPH had no events occurring after the balance sheet date requiring disclosure.

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Note 3: Expenses

	2011 $'000	2010 $'000
Note 3A: Employee Benefits		
Wages and salaries	**5,515**	5,144
Superannuation:		
Defined contribution plans	**407**	367
Defined benefit plans	**540**	536
Leave and other entitlements	**649**	549
Other employee expenses	**67**	96
Total employee benefits	**7,178**	6,692
Note 3B: Supplier expenses		
Goods and services		
Consultants	**421**	173
Professional services	**1,288**	1,054
IT and communication costs	**674**	910
Building services and maintenance	**2,468**	2,411
Other suppliers	**1,756**	1,958
Total goods and services	**6,607**	6,506
Goods and services are made up of:		
Provision of goods – related entities	**78**	93
Provision of goods – external parties	**444**	589
Rendering of services – related entities	**1,249**	1,157
Rendering of services – external parties	**4,836**	4,667
Total goods and services	**6,607**	6,506
Other supplier expenses		
Workers compensation expenses	**63**	56
Total other supplier expenses	**63**	56
Total supplier expenses	**6,670**	6,562
Note 3C: Depreciation and Amortisation		
Depreciation:		
Infrastructure, plant and equipment	**386**	414
Total depreciation	**386**	414
Amortisation:		
Intangibles:		
Computer software	**69**	61
Total amortisation	**69**	61
Total depreciation and amortisation	**455**	475
Note 3D: Write-Down and Impairment of Assets		
Asset write-downs and impairments from:		
Impairment of infrastructure, plant and equipment	**2**	28
Total write-down and impairment of assets	**2**	28

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Note 3: Expenses

	2011 $'000	2010 $'000
Note 3E: Operating Expenditure for Heritage and Cultural Assets†		
Operating expenditure	**572**	420
Total	**572**	420

† Operating expenditure is contained in the statement of comprehensive income; however, it is not disclosed as a separate line item. It is merely a representation of expenditure relating to heritage and cultural assets.

The above expenditure includes employee expenses to manage the collection and the direct costs of repairs, maintenance and preservation activities.

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Note 4: Income

	2011 $'000	2010 $'000
REVENUE		
Note 4A: Sale of Goods and Rendering of Services		
Rendering of services - external parties	**1**	3
Total rendering of services	**1**	3
Note 4B: Other Revenue		
Other - external parties	**28**	14
Total other revenue	**28**	14
GAINS		
Note 4C: Other Gains		
Resources received free of charge:		
Donation of collection items at no cost	**103**	-
Audit services	**44**	44
Sponsorship	**42**	-
Total other gains	**189**	44
REVENUE FROM GOVERNMENT		
Note 4D: Revenue from Government		
Appropriations:		
Departmental appropriation	**13,755**	13,823
Total revenue from Government	**13,755**	13,823

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Note 5: Financial Assets

	2011 $'000	2010 $'000
Note 5A: Cash and Cash Equivalents		
Cash on hand or on deposit	**41**	57
Cash held by outsiders	**1**	1
Total cash and cash equivalents	**42**	58
Note 5B: Trade and Other Receivables		
Good and Services:		
Goods and services - related entities	**25**	15
Goods and services - external parties	**30**	41
Total receivables for goods and services	**55**	56
Appropriations receivable:		
For departmental supplementations	**4,351**	3,441
Total appropriations receivable	**4,351**	3,441
Other receivables:		
GST receivable from the Australian Taxation Office	**164**	142
Other	**-**	7
Total other receivables	**164**	149
Total trade and other receivables (gross)	**4,570**	3,646
Total trade and other receivables (net)	**4,570**	3,646
Receivables are expected to be recovered in:		
No more than 12 months	**4,570**	2,012
More than 12 months	**-**	1,634
Total trade and other receivables (net)	**4,570**	3,646
Receivables are aged as follows:		
Not overdue	**4,515**	3,590
Overdue by:		
0 to 30 days	**34**	56
31 to 60 days	**5**	-
61 to 90 days	**10**	-
More than 90 days	**6**	-
Total receivables (gross)	**4,570**	3,646

Note: No indicators of impairment were found for trade and other receivables.

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Note 6: Non-Financial Assets

	2011 $'000	2010 $'000
Note 6A: Infrastructure, Plant and Equipment		
Heritage and cultural:		
Work in progress	-	63
Fair value	902	671
Total heritage and cultural	902	734
Other Infrastructure, plant and equipment:		
Work in progress	-	56
Fair value	2,279	2,123
Accumulated depreciation	(1,235)	(857)
Total other infrastructure, plant and equipment	1,044	1,322
Total infrastructure, plant and equipment	1,946	2,056

All revaluations were conducted in accordance with the revaluation policy stated at Note 1. In 2008-09, an independent valuer conducted the heritage and cultural asset revaluations. The heritage collection values shown above reflect the fair value of these assets at balance date.

No indicators of impairment were found for infrastructure, plant and equipment.

No infrastructure, plant or equipment is expected to be sold or disposed of within the next 12 months.

Note 6B: Reconciliation of the Opening and Closing Balances of Infrastructure, Plant and Equipment (2010-11)

	Heritage and cultural $'000	Infrastructure, Plant and Equipment $'000	Total $'000
As at 1 July 2010			
Gross book value	734	2,179	2,913
Accumulated depreciation and impairment	-	(857)	(857)
Net book value 1 July 2010	734	1,322	2,056
Additions*	168	110	278
Depreciation expense	-	(386)	(386)
Disposals	-	(2)	(2)
Net book value 30 June 2011	902	1,044	1,946
Net book value as of 30 June 2011 represented by:			
Gross book value	902	2,279	3,181
Accumulated depreciation	-	(1,235)	(1,235)
	902	1,044	1,946

* Disaggregated additions information are disclosed in the Schedule of Asset Additions.

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Note 6: Non-Financial Assets

Note 6C: Reconciliation of the Opening and Closing Balances of Infrastructure, Plant and Equipment (2009-10)

	Heritage and cultural	Infrastructure, Plant and Equipment	Total
	$'000	$'000	$'000
As at 1 July 2009			
Gross book value	550	2,074	2,624
Accumulated depreciation and impairment	-	(465)	(465)
Net book value 1 July 2009	550	1,609	2,159
Additions*	184	155	339
Depreciation expense	-	(414)	(414)
Disposals	-	(28)	(28)
Net book value 30 June 2010	734	1,322	2,056
Net book value as of 30 June 2010 represented by:			
Gross book value	734	2,179	2,913
Accumulated depreciation	-	(857)	(857)
	734	1,322	2,056

* Disaggregated additions information are disclosed in the Schedule of Asset Additions.

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Note 6: Non-Financial Assets

	2011 $'000	2010 $'000
Note 6D: Intangibles		
Computer software:		
Internally developed – in progress	-	19
Internally developed – in use	63	63
Purchased	179	159
Total computer software (gross)	242	241
Accumulated amortisation	(171)	(103)
Total computer software (net)	71	138

No indicators of impairment were found for intangible assets.

No intangibles are expected to be sold or disposed of within the next 12 months.

Note 6E: Reconciliation of the Opening and Closing Balances of Intangibles (2010-11)

	Computer software internally developed $'000	Computer software purchased $'000	Total $'000
As at 1 July 2010			
Gross book value	63	178	241
Accumulated amortisation and impairment	(33)	(70)	(103)
Net book value 1 July 2010	30	108	138
Additions*	-	2	2
Amortisation expense	(13)	(56)	(69)
Net book value 30 June 2011	17	54	71
Net book value as of 30 June 2011 represented by:			
Gross book value	63	179	242
Accumulated amortisation and impairment	(46)	(125)	(171)
	17	54	71

* Disaggregated additions information are disclosed in the Schedule of Asset Additions.

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Note 6: Non-Financial Assets

Note 6F: Reconciliation of the Opening and Closing Balances of Intangibles (2009-10)

	Computer software internally developed $'000	Computer software purchased $'000	Total Intangibles $'000
As at 1 July 2009			
Gross book value	54	140	194
Accumulated amortisation and impairment	(22)	(20)	(42)
Net book value 1 July 2009	32	120	152
Additions*	9	38	47
Amortisation expense	(11)	(50)	(61)
Net book value 30 June 2010	30	108	138
Net book value as of 30 June 2010 represented by:			
Gross book value	**63**	**178**	**241**
Accumulated amortisation and impairment	**(33)**	**(70)**	**(103)**
	30	108	138

* Disaggregated additions information are disclosed in the Schedule of Asset Additions.

	2011 $'000	2010 $'000
Note 6G: Other Non-Financial Assets		
Prepayments	**57**	28
Total other non-financial assets	**57**	28
Total other non-financial assets - are expected to be recovered in:		
No more than 12 months	**57**	28
More than 12 months	**-**	-
Total other non-financial assets	**57**	28

No indicators of impairment were found for other non-financial assets.

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Note 7: Payables

	2011 $'000	2010 $'000
Note 7A: Suppliers		
Trade creditors and accruals	**904**	642
Total supplier payables	**904**	642
Supplier payables expected to be settled within 12 months:		
Related entities	**96**	213
External parties	**808**	429
Total supplier payables	**904**	642

Settlement is usually made within 30 days.

Note 7B: Other Payables		
Salaries and wages	**173**	128
Superannuation	**24**	20
GST Payable to ATO	**4**	4
Sponsorship funds in advance	**6**	6
Other	**7**	-
Total other payables	**214**	158
Total other payables are expected to be settled in:		
No more than 12 months	**208**	158
More than 12 months	**6**	-
Total other payables	**214**	158

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Note 8: Provisions

	2011 $'000	2010 $'000
Note 8A: Employee Provisions		
Leave	**1,420**	1,407
Total employee provisions	**1,420**	1,407
Employee provisions are expected to be settled in:		
No more than 12 months	**1,145**	1,180
More than 12 months	**275**	227
Total employee provisions	**1,420**	1,407

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Note 9: Restructuring

Note 9: Departmental Restructuring

There were no new restructures in 2010-11.

On 1 July 2008, Old Parliament House (OPH) became an Executive Agency under the Prime Minister and Cabinet (PM&C) Portfolio. As a result of OPH becoming an Executive Agency under the *Financial Management and Accountability Act 1997* (FMA Act), an agreement was negotiated with the Department of Environment, Water, Heritage and the Arts (DEWHA) to transfer existing funding and functions to OPH.

Additional funds were transferred from DEWHA to OPH during the 2009-10 financial year for leave liabilities which were unfunded at the end of the 2008-09 year.

In respect of functions assumed, the net book values of assets and liabilities transferred to OPH for no consideration and recognised as at the date of transfer were:

	2011 $'000	2010 $'000
Assets recognised		
Cash and equivalents	-	-
Trade and other receivables	-	37
Non Financial assets	-	-
Total assets recognised	**-**	**37**
Liabilities recognised		
Trade creditors	-	-
Accrued expenses	-	-
Other payables	-	-
Employee provisions	-	(20)
Total liabilities recognised	**-**	**(20)**
Net assets/(liabilities) assumed	**-**	**57**

OLD PARLIAMENT HOUSE

Note 10: Cash Flow Reconciliation

	2011 $'000	2010 $'000
Reconciliation of cash and cash equivalents as per Balance Sheet to Cash Flow Statement		
Cash and cash equivalents as per:		
Cash flow statement	**42**	58
Balance sheet	**42**	58
Difference	**-**	-
Reconciliation of net cost of services to net cash from operating activities:		
Net cost of services	**14,087**	13,696
Add revenue from Government	**13,755**	13,823
Adjustments for non-cash items		
Depreciation / amortisation	**455**	475
Net write down of non-financial assets	**2**	28
Donations of assets	**(103)**	-
Changes in assets / liabilities		
(Increase) in net receivables	**(924)**	(523)
(Increase) / decrease in prepayments	**(29)**	17
Increase in supplier payables	**262**	97
Increase/ (Decrease) in other payables	**56**	(188)
Increase/ (Decrease) in employee provisions	**13**	(55)
Net cash used by operating activities	**(600)**	**(22)**

OLD PARLIAMENT HOUSE

Note 11: Senior Executive Remuneration

Note 11A: Senior Executive Remuneration Expense for the Reporting Period

	2011 $	2010 $
Short term employee benefits:		
Salary (including annual leave taken)	**495,495**	517,352
Annual leave accrued	**56,813**	34,943
Performance bonus	**-**	-
Other[1]	**45,029**	45,719
Total Short-term employee benefits	**597,337**	598,014
Post-employment benefits:		
Superannuation (post-employment benefits)	**100,254**	96,091
Total post-employment benefits	**100,254**	96,091
Other long-term benefits:		
Long service leave	**25,906**	18,736
Total other long-term benefits	**25,906**	18,736
Total	**723,497**	**712,841**

Notes:

1. "Other" includes motor vehicle allowances.
2. Note 11A excludes acting arrangements and part-year service where remuneration expensed was less than $150,000.

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Note 11: Senior Executive

Note 11B: Average Annual Remuneration Packages and Bonus Paid for Substantive Senior Executives as at the end of the Reporting Period

Average annualised remuneration packages for substantive Senior Executives

	As at 30 June 2011				As at 30 June 2010			
	Fixed elements				Fixed elements			
Fixed Elements and Bonus Paid[1]	**Senior Executives No.**	**Salary $**	**Allowances[2] $**	**Total $**	**Senior Executives No. $**	**Salary**	**Allowances**	**Total $**
Total remuneration:								
less than $150,000*	-	-	-	-	-	-	-	-
$150,000 to $179,999	-	-	-	-	2	155,520	22,500	178,020
$180,000 to $209,999	**2**	**160,186**	**22,500**	**182,686**				-
$210,000 to $239,999	-	-		-	-	-	-	-
$240,000 to $269,999	**1**	**263,652**	-	**263,652**	1	253,030	-	253,030
$270,000 to $299,999	-	-	-	-	-	-	-	-
$300,000 to $329,999	-	-	-	-	-	-	-	-
$330,000 to $359,999	-	-	-	-	-	-	-	-
Total	**3**				3			

Notes

1. This table reports on substantative senior executives who are employed by OPH as at the end of the reporting period.
   Each row represents an average annualised figure (based on headcount) for the individuals in that remuneration package band (i.e. the 'Total' column)

Fixed Elements:

Fixed elements are based on the employment agreement of each individual. Fixed elements included in the table above are:

- Salary
- Motor vehicle allowance

Performance bonus are not included in the SES package in the 2011 or 2010 financial years.

OLD PARLIAMENT HOUSE

Note 11: Senior Executive

Note 11B: Average Annual Remuneration Packages and Bonus Paid for Substantive Senior Executives as at the end of the Reporting Period (continued)

Variable Elements:

With the exception of performance bonuses, variable elements are not included in the 'Fixed Elements and Bonus Paid' table above. The following variable elements are available as part of senior executives' remuneration package:

(a) On average senior executives are entitled to the following leave entitlements:
- Annual Leave (AL): entitled to 20 days (2010: 20 days) each full year worked (pro-rata for part-time SES);
- Personal Leave (PL): entitled to 20 days (2010: 20 days) or part-time equivalent;
- Long Service Leave (LSL): in accordance with *Long Service Leave (Commonwealth Employees) Act 1976*;

(b) Senior executives are members of one of the following superannuation funds:
- Commonwealth Superannuation Scheme (CSS): this scheme is closed to new members, and employer contributions currently average 28.3 per cent (2010: 24 per cent) (including productivity component). More information on CSS can be found at http://www.css.gov.au;
- Public Sector Superannuation Scheme (PSS): this scheme is closed to new members, with current employer contributions set at 15.4 per cent (2010: 15.4 per cent) (including productivity component). More information on PSS can be found at http://www.pss.gov.au;

2. Note 11A is the actual remuneration accrued to SES during the year. The above Note 11B is based on the remuneration package at 30 June which does not take into account the movement in leave entitlement.

Note 11C: Other Highly Paid Staff

During the reporting period, there were no employees whose salary plus performance bonus were $150,000 or more.

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Note 12: Remuneration of Auditors

	2011	2010
	$'000	$'000

Financial statement audit services were provided free of charge to OPH.

The fair value of the services provided was:

Financial statement audit	**44**	44
	44	44

No other services were provided by the auditors of the financial statements.

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Note 13: Financial Instruments

	2011 $'000	2010 $'000
Note 13A: Categories of Financial Instruments		
Financial Assets		
Loans and receivables:		
Cash and cash equivalents	**42**	58
Trade and other receivables	**55**	63
Total	**97**	121
Carrying amount of financial assets	**97**	121
Financial Liabilities		
At amortised cost:		
Suppliers	**904**	642
Other payables	**210**	154
Total	**1,114**	796
Carrying amount of financial liabilities	**1,114**	796

Note 13B: Net Income and Expense from Financial Assets

There is no interest or other income from financial assets not at fair value through the comprehensive income statement in the year ending 2010 or 2011.

Note 13C: Net Income and Expense from Financial Liabilities

There is no interest expense from financial liabilities not at fair value through the comprehensive income statement in the year ending 2010 or 2011.

Note 13D: Fair Value of Financial Instruments

The fair value of the carrying amount for short-term trade receivables and payables is a reasonable approximation of fair value in the year ending 2010 or 2011.

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Note 13: Financial Instruments (continued)

Note 13E: Credit Risk

OPH is exposed to minimal credit risk as financial assets are cash and trade receivables. The maximum exposure to credit risk is the risk that arises from potential default of a debtor. This amount is equal to the total amount of trade receivables (2011:$55,000 and 2010: $56,000). OPH has assessed the risk of the default on payment and has not made an allocation for impairment allowance (2011: Nil and 2010: Nil) as the risk of default is low. The majority of the trade receivable were paid in July 2011.

OPH holds no collateral to mitigate against credit risk as OPH has no significant exposure to any concentrations of credit risk.

Credit quality of financial instruments not past due or individually determined as impaired

	Not past due nor impaired	Not past due nor impaired	**Past due or impaired**	Past due or impaired
	2011 **$'000**	2010 $'000	2011 **$'000**	2010 $'000
Loans and receivables				
Cash and cash equivalents	**42**	58	**-**	-
Trade and other receivables	**34**	56	**21**	-
Total	**76**	**114**	**21**	-

Ageing of financial assets that were past due but not impaired for 2011

Loans and receivables	**0 to 30 days $'000**	**31 to 60 days $'000**	**61 to 90 days $'000**	**90+ days $'000**	**Total $'000**
Trade and other receivables	**34**	**5**	**10**	**6**	**55**
Total	**34**	**5**	**10**	**6**	**55**

Ageing of financial assets that were past due but not impaired for 2010

Loans and receivables	0 to 30 days $'000	31 to 60 days $'000	61 to 90 days $'000	90+ days $'000	Total $'000
Trade and other receivables	56	-	-	-	56
Total	56	-	-	-	56

Impairment

No indicators of impairment were identified for trade and other receivables in either 2010 or 2011.

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Note 13: Financial Instruments (continued)

Note 13F: Liquidity Risk

OPH financial liabilities are suppliers and other payables. The exposure to liquidity risk is based on the notion that OPH will encounter difficulty in meeting its obligations associated with financial liabilities.

This is highly unlikely as OPH is appropriated funding from the Australian Government and OPH manages its budgeted funds to ensure it has adequate funds to meet payments as they fall due. In addition, OPH has policies in place to ensure timely payments are made when debts are due and has no past experience of default.

Maturities for non-derivative financial liabilities 2011

At amortised cost:	**On demand $'000**	**within 1 year $'000**	**1 to 2 years $'000**	**2 to 5 years $'000**	**> 5 years $'000**	**Total $'000**
Suppliers	**904**	**-**	**-**	**-**	**-**	**904**
Other payables	**210**	**-**	**-**	**-**	**-**	**210**
Total	**1,114**	**-**	**-**	**-**	**-**	**1,114**

Maturities for non-derivative financial liabilities 2010

At amortised cost:	On demand $'000	within 1 year $'000	1 to 2 years $'000	2 to 5 years $'000	> 5 years $'000	Total $'000
Suppliers	642	-	-	-	-	642
Other payables	154	-	-	-	-	154
Total	796	-	-	-	-	796

OPH has no derivative financial liabilities in both 2010 and 2011. OPH is not subject to market or price risk.

OLD PARLIAMENT HOUSE
Notes to the Schedule of Administered Items

Note 14: Income Administered on Behalf of Government

	2011 $'000	2010 $'000
REVENUE		
Non–Taxation Revenue		
Note 14A: Sale of Goods and Rendering of Services		
Rendering of services – external parties	**184**	212
Total sale of goods and rendering services	**184**	212
Note 14B: Rental Income		
Rental income	**1,298**	1,139
Total rental income	**1,298**	1,139
Note 14C: Other Gains		
Change in fair value of H&C assets through profit and loss	**44**	-
Total Other Gains	**44**	-

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Note 15: Expenses Administered on Behalf of Government

	2011 $'000	2010 $'000
EXPENSES		
Note 15A: Depreciation and Amortisation		
Depreciation:		
Buildings	**2,100**	2,022
Heritage and cultural	**170**	161
Infrastructure, plant and equipment	**573**	462
Total depreciation	**2,843**	2,645
Amortisation:		
Intangibles	**1,023**	985
Total amortisation	**1,023**	985
Total depreciation and amortisation	**3,866**	3,630
Note 15B: Write-Down and Impairment of Assets		
Asset write-downs and impairments from:		
Impairment of infrastructure, plant and equipment	**-**	5
Impairment on Heritage assets	**-**	25
Total write-down and impairment of assets	**-**	30

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Note 16: Assets Administered on Behalf of Government

	2011 $'000	2010 $'000
FINANCIAL ASSETS		
Note 16A: Trade and Other receivables		
Goods and services:		
Goods and services receivable - related entities	**61**	61
Goods and services receivable - external parties	**101**	235
Total receivables for goods and services	**162**	296
Other receivables:		
GST receivable from Australian Taxation Office	**50**	93
Total other receivables	**50**	93
Total receivables (net)	**212**	389
Receivables are expected to be recovered in:		
No more than 12 months	**212**	389
More than 12 months	**-**	-
Total trade and other receivables (net)	**212**	389
Receivables were aged as follows:		
Not overdue	**50**	93
Overdue by:		
0 to 30 days	**57**	144
31 to 60 days	**32**	45
61 to 90 days	**29**	63
More than 90 days	**44**	44
Total receivables (gross)	**212**	389

Goods and services receivables terms range between 30 to 90 days for rental income.

No indicators of impairment issues were found in receivables.

Note 16B: Other Financial Assets		
Accrued revenue	**12**	7
Total other financial assets	**12**	7
Total other financial assets - are expected to be recovered in:		
No more than 12 months	**12**	7
More than 12 months	**-**	-
Total other financial assets	**12**	7

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Note 16: Assets Administered on Behalf of Government

	2011 $'000	2010 $'000
NON-FINANCIAL ASSETS		
Note 16C: Buildings		
Work in progress	**174**	619
Buildings at fair value	**83,800**	68,386
Accumulated depreciation	**-**	(2,022)
Total Buildings	**83,974**	66,983

All revaluations were conducted in accordance with the revaluation policy stated at Note 1. On 30 June 2011, an independent valuer, Maloney Field Services, conducted the revaluations of the building.

The revaluations conducted in 2011 was in line with the policy stated in Note 1. In the 2010-11 year the net revaluation increment for the building equated to $16,962,000. This increment was credited to the asset revaluation reserve by asset class and is included in the Administered Reconciliation Table; no increments or decrements were expensed.

With the exception of the building render, no other indicators of impairment were identified. The building render is a component of the building and was impaired by $727,000 in 2011. This amount was written back to the asset revaluation reserve as part of the building revaluation.

Note 16D: Infrastructure, Plant and Equipment		
Heritage and cultural:		
Work in progress	**-**	46
At fair value	**4,227**	4,080
Accumulated depreciation	**(326)**	(161)
Total heritage and cultural	**3,901**	3,965
Other infrastructure, plant and equipment:		
Fair value	**3,139**	3,037
Work in progress	**278**	28
Accumulated depreciation	**(1,155)**	(581)
Total other infrastructure, plant and equipment	**2,262**	2,484
Total infrastructure, plant and equipment	**6,163**	6,449

All revaluations were conducted in accordance with the revaluation policy stated at Note 1. In 2008-09, an independent valuer, the Australian Valuation Office, prepared a valuation of the heritage furniture collection.

No revaluations were conducted in 2011 year in line with the policy stated in Note 1. The prior year revaluation increment for the heritage and cultural furniture collection of $228,000 was written back to zero in 2010.

No indicators of impairment were found for infrastructure, plant and equipment.

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Note 16: Assets Administered on Behalf of Government

TABLE A – Reconciliation of the Opening and Closing Balances of Infrastructure, Plant and Equipment (2010-11)

	Land and Buildings $'000	Heritage and cultural $'000	Infrastructure, plant and equipment $'000	Total $'000
As at 1 July 2010				
Gross book value	69,005	4,126	3,065	76,196
Accumulated depreciation and impairment	(2,022)	(161)	(581)	(2,764)
Net book value 1 July 2010	66,983	3,965	2,484	73,432
Additions*	2,133	63	351	2,547
Revaluations and impairments recognised in the asset revaluation reserve	16,962	-	-	16,962
Disposal	(4)	-	-	(4)
Reversal of impairments recognised in the operating result	-	43	-	43
Depreciation expense	(2,100)	(170)	(573)	(2,843)
Net book value 30 June 2011	83,974	3,901	2,262	90,137
Net book value as of 30 June 2011 represented by:				
Gross book value	83,974	4,227	3,417	91,618
Accumulated depreciation and impairment	-	(326)	(1,155)	(1,481)
	83,974	3,901	2,262	90,137

* Disaggregated additions information are disclosed in the Schedule of Administered Asset Additions.

OLD PARLIAMENT HOUSE

Note 16: Assets Administered on Behalf of Government

TABLE A (Cont'd) – Reconciliation of the Opening and Closing Balances of Infrastructure, Plant and Equipment (2009-10)

	Land and Buildings $'000	Heritage and cultural $'000	Infrastructure, plant and equipment $'000	Total $'000
As at 1 July 2009				
Gross book value	67,915	4,240	2,522	74,677
Accumulated depreciation and impairment	-	-	(120)	(120)
Net Book Value 1 July 2009	67,915	4,240	2,402	74,557
Additions*	1,090	139	549	1,778
Revaluations and impairments recognised in other comprehensive income	-	(25)	(5)	(30)
Reversal of revaluation reserve	-	(228)	-	(228)
Depreciation expense	(2,022)	(161)	(462)	(2,645)
Net book value 30 June 2010	66,983	3,965	2,484	73,432
Net book value as of 30 June 2010 represented by:				
Gross book value	69,005	4,126	3,065	76,196
Accumulated depreciation and impairment	(2,022)	(161)	(581)	(2,764)
	66,983	3,965	2,484	73,432

* Disaggregated additions information are disclosed in the Schedule of Administered Asset Additions.

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Note 16: Assets Administered on Behalf of Government

	2011 $'000	2010 $'000
Note 16E: Intangibles		
Computer software:		
Internally developed – in progress	**51**	227
Internally developed – in use	**5,295**	5,068
Total computer software (gross)	**5,346**	5,295
Accumulated amortisation	**(2,028)**	(1,005)
Total computer software (net)	**3,318**	4,290
Total intangibles	**3,318**	4,290

No indicators of impairment were found for intangible assets.

TABLE B: Reconciliation of the Opening and Closing Balances of Intangibles (2010-11)

	Computer software internally developed $'000	Total $'000
As at 1 July 2010		
Gross book value	**5,295**	**5,295**
Accumulated amortisation and impairment	**(1,005)**	**(1,005)**
Net book value 1 July 2010	**4,290**	**4,290**
Additions*	**51**	**51**
Amortisation expense	**(1,023)**	**(1,023)**
Net book value 30 June 2011	**3,318**	**3,318**
Net book value as of 30 June 2011 represented by:		
Gross book value	**5,346**	**5,346**
Accumulated amortisation and impairment	**(2,028)**	**(2,028)**
	3,318	**3,318**

* Disaggregated additions information are disclosed in the Schedule of Administered Asset Additions.

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Note 16: Assets Administered on Behalf of Government

TABLE B (Cont'd): Reconciliation of the Opening and Closing Balances of Intangibles (2009-10)

	Computer software internally developed $'000	Total $'000
As at 1 July 2009		
Gross book value	4,937	4,937
Accumulated amortisation and impairment	(21)	(21)
Net book value 1 July 2009	4,916	4,916
Additions*	359	359
Amortisation expense	(985)	(985)
Net book value 30 June 2010	4,290	4,290
Net book value as of 30 June 2010 represented by:		
Gross book value	5,295	5,295
Accumulated amortisation and impairment	(1,005)	(1,005)
	4,290	4,290

* Disaggregated additions information are disclosed in the Schedule of Administered Asset Additions.

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Note 17: Liabilities Administered on Behalf of Government

	2011 $'000	2010 $'000
PAYABLES		
Note 17A: Suppliers		
Trade creditors and accruals	**161**	40
Total suppliers	**161**	40
Supplier payables expected to be settled within 12 months:		
Related entities	**-**	-
External parties	**161**	40
Total supplier	**161**	40

Settlement is usually made within 30 days.

Note 17B: Other Payables		
Prepayments received/unearned income	**72**	69
GST payable	**11**	16
Total other payables	**83**	85
Total other payables are expected to be settled in:		
No more than 12 months	**83**	85
More than 12 months	**-**	-
Total other payables	**83**	85
PROVISIONS		
Note 17C: Other Provisions		
Other	**-**	16
Total other provisions	**-**	16
Other provisions are expected to be settled in:		
Less than 12 months	**-**	16
More than 12 months	**-**	-
Total	**-**	16

	Other Provisions $'000	Total $'000
Carrying amount 1 July 2010	**16**	16
Additional provisions made	**-**	-
Amounts used	**(16)**	(16)
Closing balance 30 June 2011	**-**	-

OPH has several agreements for the leasing of premises which have provisions for adjustments to the lease rental. The agency has made a provision to reflect the present value of this obligation in 2010 and the amount was paid during the 2010-11 financial year.

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Note 18: Administered Reconciliation Table

	2011 $'000	2010 $'000
Opening administered assets less administered liabilities as at 1 July	**77,977**	79,532
Plus: Administered income	**1,526**	1,351
Less: Administered expenses (non CAC)	**(3,866)**	(3,660)
Administered transfers to/from Australian Government:		
Appropriation transfers from OPA:		
Administered assets and liabilities appropriations	**2,747**	6,139
Transfers to OPA	**(1,907)**	(5,232)
Restructuring	**-**	75
Administered revaluation transfer to/(from) reserves	**16,962**	(228)
Closing administered assets less administered liabilities as at 30 June	**93,439**	77,977

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Note 19: Administered Contingent Assets and Liabilities

There were no administered contingent assets or liabilities in 2010 or 2011.

OLD PARLIAMENT HOUSE

Note 20: Administered Financial Instruments

	2011 $'000	2010 $'000
Note 20A: Categories of Financial Instruments		
Financial Assets		
Loans and receivables:		
Receivables	**162**	296
Other financial assets	**12**	7
Total	**174**	303
Carrying amount of financial assets	**174**	303
Financial Liabilities		
At amortised cost:		
Suppliers	**161**	40
Other payables	**72**	69
Total	**233**	109
Carrying amount of financial liabilities	**233**	109

Note 20B: Fair Value of Financial Instruments

The net fair values of cash and non-interest bearing monetary financial assets approximate their carrying amounts. The net fair values for trade creditors and accruals which are short term in nature are approximated by their carrying amounts.

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Note 20: Administered Financial Instruments

Note 20C: Credit Risk

The administered activities of OPH are not exposed to a high level of credit risk as the majority of financial assets are trade receivables for tenants who occupy rental space within Old Parliament House. OPH has policies and procedures in place to monitor the debt and guide employees on debt recovery techniques where appropriate.

OPH's maximum exposures to credit risk at reporting date, in relation to each class of recognised financial assets, is the carrying amount of trade receivables of $162,000 (2010: $296,000). No allowance for impairment has been recognised.

OPH has no significant exposures to any concentrations of credit risk.

Credit quality of financial instruments not past due or individually determined as impaired

	Not past due nor impaired	Not past due nor impaired	**Past due or impaired**	Past due or impaired
	2011 **$'000**	2010 $'000	2011 **$'000**	2010 $'000
Loans and receivables				
Trade and other receivables	**57**	144	**105**	152
Other financial assets	**12**	7	**-**	-
Total	**69**	151	**105**	152

Ageing of financial assets that were past due but not impaired for 2011

Loans and receivables	**0 to 30 days $'000**	**31 to 60 days $'000**	**61 to 90 days $'000**	**90+ days $'000**	**Total $'000**
Receivables	**57**	**32**	**29**	**44**	**162**
Other financial assets	**12**	**-**	**-**	**-**	**12**
Total	**69**	**32**	**29**	**44**	**174**

Ageing of financial assets that were past due but not impaired for 2010

Loans and receivables	0 to 30 days $'000	31 to 60 days $'000	61 to 90 days $'000	90+ days $'000	Total $'000
Receivables	144	45	63	44	296
Other financial assets	7	-	-	-	7
Total	151	45	63	44	303

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Note 20: Administered Financial Instruments

Note 20D: Liquidity Risk

OPH is appropriated funding from the Australian Government. OPH manages its budgeted funds to ensure it has adequate funds to meet payments as they fall due.

Maturities for non-derivative financial liabilities 2011

At amortised cost:	On demand $'000	within 1 year $'000	1 to 2 years $'000	2 to 5 years $'000	> 5 years $'000	Total $'000
Suppliers	161	-	-	-	-	161
Other payables	72	-	-	-	-	72
Total	233	-	-	-	-	233

Maturities for non-derivative financial liabilities 2010

At amortised cost:	On demand $'000	within 1 year $'000	1 to 2 years $'000	2 to 5 years $'000	> 5 years $'000	Total $'000
Suppliers	40	-	-	-	-	40
Other payables	69	-	-	-	-	69
Total	109	-	-	-	-	109

OPH has no derivative financial liabilities in both the current and prior year. OPH is not subject to market or price risk.

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Note 21: Appropriations

Table A: Annual Appropriations ('Recoverable GST exclusive')

	2011 Appropriations							
	Appropriation Act		*FMA Act*				Appropriation applied in 2011 (current and prior years)	Variance[b]
	Annual Appropriation $'000	Appropriations reduced[a] $'000	Section 30 $'000	Section 31 $'000	Section 32 $'000	Total appropriation $'000	$'000	$'000
DEPARTMENTAL								
Ordinary annual services	14,464	-	-	250	-	14,714	(13,719)	995
Other services								
Equity	52	-	-	-	-	52	(137)	(85)
Total departmental	14,516	-	-	250	-	14,766	(13,856)	910
ADMINISTERED								
Ordinary annual services								
Administered items	-	-	316	-	-	316	(520)	(204)
Capital budget	2,000	(593)	-	-	-	1,407	(1,246)	161
Other services								
Administered assets and liabilities	154	-	-	-	-	154	(963)	(809)
Total administered	2,154	(593)	316	-	-	1,877	(2,729)	(852)

Notes:

a) Appropriations reduced under Appropriation Acts (No. 1) 2010-11: section 11 as shown in Table D. Departmental appropriations do not lapse at financial year-end. However, the responsible Minister may decide that part or all of a departmental appropriation is not required and request the Finance Minister to reduce that appropriation.

(b) The above table represents the movement in appropriations for 2011. Departmental equity appropriations applied include prior year amounts of $107,520 and administered ordinary annual services include $272,928 and assets and liabilities of $820,396 from prior years.

OLD PARLIAMENT HOUSE

Note 21: Appropriations

Table A: Annual Appropriations ('Recoverable GST exclusive')

	2010 Appropriations							
	Appropriation Act		*FMA Act*					
	Annual Appropriation $'000	Appropriations reduced[a] $'000	Section 30 $'000	Section 31 $'000	Section 32 $'000	Total appropriation $'000	Appropriation applied in 2010 (current and prior years)	Variance[b] $'000
DEPARTMENTAL								
Ordinary annual services	14,213	(390)	-	244	-	14,067	(13,273)	794
Other services								
Equity	259	-	-	-	-	259	(216)	43
Total departmental	14,472	(390)	-	244	-	14,326	(13,489)	837
ADMINISTERED								
Ordinary annual services								
Administered items	2,326	(326)	298	-	-	2,298	(2,025)	273
Other services								
Administered assets and liabilities	154	-	-	-	75	229	(1,055)	(826)
Total administered	2,480	(326)	298	-	75	2,527	(3,080)	(553)

Notes:

a) Departmental appropriations do not lapse at financial year-end. However, the responsible Minister may decide that part or all of a departmental appropriation is not required and request the Finance Minister to reduce that appropriation. This occurred on 13 May 2010 when the Finance Minister's determination under Appropriation Acts (No. 1,3) 2009-10: Subsection 14(1) reduced departmental appropriations by $390,000 as shown above. No administered appropriations were reduced under Appropriation Acts (No. 1,3) 2009-10: section 11 however administered appropriations were effected by the Finance Minister's determination on the 13 May 2010 under Subsection 14(1) by $325,730 and this is shown above.

(b) The above table represents the movement in appropriations for 2010. The 2010 administered appropriations applied numbers above include $987,404 from the prior year.

OLD PARLIAMENT HOUSE

Note 21: Appropriations

Table B: Unspent Departmental Annual Appropriations ('Recoverable GST exclusive')

Authority	2011 $'000	2010 $'000
Appropriation Act (No. 1) 2008-09	**37**	37
Appropriation Act (No. 2) 2008-09	**-**	16
Appropriation Act (No. 4) 2008-09	**207**	207
Appropriation Act (No.1) 2009-10	**2,571**	3,090
Appropriation Act (No.1) 2010-11	**930**	-
Capital Development Budget Appropriation Act (No.1) 2010-11	**584**	-
Collection Development Budget Appropriation Act (No. 2) 2010-11	**22**	91
Total	**4,351**	3,441

Table C: Special Appropriations ('Recoverable GST exclusive')

Authority	Type	Purpose	Appropriation applied 2011 $'000	Appropriation applied 2010 $'000
Financial Management and Accountability Act 1997 section 28(2), Administered	Refund	To provide an appropriation where an Act or other law requires or permits the repayment of an amount received by the Commonwealth and apart from this section there is no specific appropriation for the repayment.	**(17)**	(2)
Total			**(17)**	(2)

OLD PARLIAMENT HOUSE

Note 21: Appropriations

Table D: Reduction in Administered Items ('Recoverable GST exclusive')

2011	Amount required[3] - by Appropriation Act			Amount required[3] - as represented by:		Total amount required[3]	Total amount appropriated[4]	Total reduction[5]
Ordinary Annual Services	**Act (No.1)**	**Act (No.3)**	**Act (No.5)**	**Spent**	**Retention**			
Outcome 1	2,000,000.00	-	-	1,246,055.71	160,719.42	1,406,775.13	2,000,000.00	593,224.87

Notes:

1. Numbers in this section of the table must be disclosed to the cent.
2. Administered items for 2010-11 were reduced to these amounts when these financial statements were tabled in Parliament as part of the agency's 2010-11 annual report. This reduction is effective in 2011-12 , but the amounts are reflected in Table A in the 2010-11 financial statements in the column 'Appropriations reduced' as they are adjustments to 2010-11 appropriations.
3. Amount required as per Appropriation Act (Act 1 s. 11; Act 2 s. 12).
4. Total amount appropriated in 2010-11.
5. Total reduction effective in 2011-12.

2010	Amount required[3] - by Appropriation Act			Amount required[3] - as represented by:		Total amount required[3]	Total amount appropriated[4]	Total reduction[5]
Ordinary Annual Services	**Act (No.1)**	**Act (No.3)**	**Act (No.5)**	**Spent**	**Retention**			
Outcome 1	2,326,000.00	-	-	2,053,072.34	272,927.66	2,326,000.00	2,326,000.00	-
Other Services	**Act (No.2)**	**Act (No.4)**	**Act (No.6)**	**Spent**	**Retention**			
Non-Operating	154,000.00		-	67,199.22	86,800.78	154,000.00	154,000.00	-
S.32	75,000.00		-	-	75,000.00	75,000.00	75,000.00	-

Notes:

1. Numbers in this section of the table must be disclosed to the cent.
2. Administered items for 2009-10 were reduced to these amounts when these financial statements were tabled in Parliament as part of the agency's 2009-10 annual report. This reduction is effective in 2010-11, but the amounts are reflected in Table A in the 2009-10 financial statements in the column 'Appropriations reduced' as they are adjustments to 2009-10 appropriations.
3. Amount required as per Appropriation Act (Act 1 s. 11; Act 2 s. 12). This ordinary annual services spent amount includes the appropriation reduction of $325,729.59 as part of operation sunlight.
4. Total amount appropriated in 2009-10.
5. Total reduction effective in 2010-11.

OLD PARLIAMENT HOUSE

Note 22: Reporting of Outcomes

Note 22A: Net Cost of Outcome Delivery

	Outcome 1		Total	
	2011	2010	**2011**	2010
	$'000	$'000	**$'000**	$'000
Expenses				
Administered	**(3,866)**	(3,660)	**(3,866)**	(3,660)
Departmental	**(14,305)**	(13,757)	**(14,305)**	(13,757)
Total	**(18,171)**	**(17,417)**	**(18,171)**	**(17,417)**
Income from government sector				
Administered				
Rent	**422**	307	**422**	307
Total administered from government sector	**422**	**307**	**422**	307
Income from non-government sector				
Administered				
Admissions	**184**	212	**184**	212
Rent	**876**	832	**876**	832
Total administered from non-government sector	**1,060**	1,044	**1,060**	1,044
Total Administered	**1,482**	**1,351**	**1,482**	1,351
Other own-source income				
Departmental				
Other	**28**	14	**28**	14
Sale of Goods and Services	**1**	3	**1**	3
Donations	**103**	-	**103**	-
Free of Charge	**86**	44	**86**	44
Total departmental	**218**	**61**	**218**	61
Net cost/(contribution) of outcome delivery	**(16,471)**	**(16,005)**	**(16,471)**	**(16,005)**

OLD PARLIAMENT HOUSE

Note 23: Comprehensive Income (Loss) Attributable to the Agency

	2011	2010
	$'000	$'000
Total comprehensive income attributable to the entity	**(332)**	127
Total comprehensive income attributable to the Australian Government[1]		
Plus: non-appropriated expenses		
Depreciation and amortisation expenses	**455**	-
Total comprehensive income attributable to the Australian Government	**123**	127

1. As per the Statement of Comprehensive Income.

APPENDICES

APPENDIX A: CONTACT INFORMATION

Physical address	Old Parliament House 18 King George Terrace PARKES ACT 2600
Mailing address	Old Parliament House PO Box 7088 CANBERRA BC ACT 2610
General enquiries	Reception staff
Phone	(02) 6270 8222
Fax	(02) 6270 8111
Email	info@moadoph.gov.au
Website	moadoph.gov.au

Australian Prime Ministers Centre

Contact	Reference staff
Phone	(02) 6270 8270
Email	apmc@moadoph.gov.au

School programs

Contact	Bookings Officer
Phone	(02) 6270 8282
Email	bookings@moadoph.gov.au

APPENDIX B: ADVISORY COUNCIL

At 30 June 2011, the Old Parliament House Advisory Council had six members (as shown in Table 13) and four vacancies for members.

Table 13 Old Parliament House Advisory Council members, 30 June 2011

Role	Name	Background	Current term
Chair	Mr William McInnes	Writer and actor	16 February 2009 to 15 February 2012
Deputy Chair	Dr Dawn Casey	Director, Powerhouse Museum	26 October 2009 to 25 October 2012
Member	Associate Professor Philip Chubb	Academic	22 February 2011 to 21 February 2014
Member	Professor Kate Darian-Smith	Academic	26 October 2009 to 25 October 2012
Member	Ms Sue Mackay	Former senator	22 February 2011 to 21 February 2014
Member	Ms Natasha Stott Despoja	Former senator	22 February 2011 to 21 February 2014

The terms of the following members expired during the year:

- Dr Jane Lennon, heritage expert (term expired 23 July 2010)
- Mr Geoff Pryor, cartoonist and artist (term expired 23 July 2010)
- the Hon Susan Ryan, former senator and minister (term expired 15 May 2011)
- the Hon Paul Calvert, former President of the Senate (term expired 15 May 2011).

A representative of the Department of the Prime Minister and Cabinet acts as an official observer of the council. In 2010–11, that role was filled initially by Mr Peter Rush, followed by Ms Sally Basser.

APPENDIX C: CHARTER OF OPERATIONS AND SERVICE CHARTER

The Charter of Operations, which sets out the agency's obligations and services to the public, is reviewed annually. Table 14 describes performance against the standards set out in the charter for 2010–11.

Table 14 Summary of performance against the Charter of Operations, 2010–11

Standard	Performance
We are committed to providing a high-quality visitor experience on site, online and through outreach, by:	
• deepening understanding of Australia's past, present and future democracy through public and scholarly activities	This was achieved through such activities as long-term exhibitions and the Australian Prime Ministers Centre (APMC) scholarship program.
• providing relevant, effective and engaging exhibitions, tours, public programs and events, interpretation and education programs	This was achieved through such activities as the program of temporary, long-term and travelling exhibitions, associated events and activities, and installations.
• managing, conserving, interpreting, and presenting the heritage building and its collections for visitors.	This was achieved through such activities as tours, interpretation of the site for visitors and ongoing conservation programs.
As a national cultural icon on the National Heritage List and Commonwealth Heritage List, all refurbishment, conservation and preservation actions are carried out in accordance with our Heritage Management Plan, pursuant to the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act).	This was achieved. All refurbishment, conservation and preservation actions undertaken during 2010–11 were carried out in accordance with the agency's Heritage Management Plan.
We will provide national leadership within the broader collections sector by continuing to:	
• extend our profile and partnerships with other cultural institutions so that collaborative projects can be presented to the public that increase knowledge about the past, present and future of democracy	This was achieved, and new collaborative ventures were undertaken.

Standard	Performance
• develop complementary collecting arrangements with other key institutions	The agency has clearly defined guidelines for the development of its own collection. These ensure that its areas of interest do not unnecessarily duplicate those of other institutions.
• develop key linkages with academia, libraries, research institutions and other bodies with similar interests in democracy	This was achieved.
• exchange information on the operational implications of implementing heritage management plans with other collecting institutions which have EPBC Act requirements and responsibilities.	This was achieved through a program of collaborative research programs and conferences and participation in relevant conferences.
We will continue to work collaboratively with the other national collecting institutions to explore operational efficiencies through shared services by:	
• working through appropriate forums to continue to implement a strategic approach to common collection policy and operational issues. Examples include various Australian Prime Ministers Centre-related forums and the Heads of Cultural Institutions (HOCI) • working where relevant with the Corporate Management Forum of the Commonwealth Cultural, Collecting and Exhibiting Agencies to explore and implement opportunities for ongoing cooperation between member agencies in areas of common interest, such as corporate services • working where relevant with the Commonwealth Collecting Institutions Public Program Working Group to explore issues and opportunities that will inform and enhance current program development and delivery and avoid duplication.	The agency was an active participant in the discussions and activities of all of these cooperative bodies.
We will jointly agree on the parameters of our collecting with other national collecting institutions and avoid overlap by:	
• having a clearly defined and understood collection development policy • working with other cultural institutions through such avenues as heads of cultural institutions and APMC-related forums to develop a strategic approach to common collection acquisition issues and to avoid areas of potential duplication.	The agency's Collection Management Policy and Procedures are clearly defined and well understood. The agency actively participated in consultative discussions on acquisition issues as appropriate.
We will develop frameworks and strategies in conjunction with other national collecting institutions around common areas of collection management by:	
• developing, maintaining and providing access to our collection	The agency maintained an active program of collaborative, in-house and travelling exhibitions.

Standard	Performance
• working through established networks and working groups covering registration, conservation, security and facilities management to develop, implement and promote strategies that improve the safe and appropriate care of the collection.	Measures, including consultation with appropriate stakeholders and networks, were in place to ensure appropriate care of the agency's collections.
We will continue to develop and provide education and learning programs through a range of initiatives, including:	
• providing high-quality, curriculum-based education programs as one of the mandatory destinations for schools/organisations wishing to access the Parliamentary and Civics Educational Rebate (PACER) • developing self-guiding and online education programs for both school students and lifelong learners as part of the major redevelopment initiatives.	The agency continued to provide and expand its range of education programs for students, including those from schools visiting Canberra under the PACER scheme, and continued to develop and implement new self-guiding and online education programs as part of the Museum of Australian Democracy initiatives.
We will undertake activities that will develop stronger links with the broader creative sector and assist it to develop and grow by:	
delivering the APMC's Fellowships and Summer Scholarships program. This enables both leading and developing scholars to research and source the collections and programs of many of the national collecting institutions.	Holders of 2009–10 fellowships and scholarships completed their associated activities. Recipients of 2010–11 fellowships and scholarships were chosen and announced and had commenced their projects by 30 June 2011.

Table 15 describes performance in 2010–11 against the standards set out in the agency's Service Charter, which is updated annually.

Table 15 Summary of performance against the Service Charter, 2010–11

Standard	Performance
Services offered: We provide:	
• a range of long-term and temporary exhibitions and interpretive installations • a variety of tours for the visiting public • a range of education programs, other public programs and research services • facilities for the disabled, including wheelchairs • high-quality catering, function, meeting and shop facilities for our clientele through contracted service providers.	Achieved—all services were provided to a high standard.
Our Code of Conduct: We are committed to the Australian Public Service (APS) Values and Code of Conduct and you can expect that our staff will:	
• behave courteously and with integrity • act with care and diligence • comply with all applicable Australian laws • use Commonwealth resources in a proper manner • provide professional and consistent advice, information and standards of service.	Staff continued to meet these standards to a high degree. Feedback from managers and visitors was positive.
Feedback: We welcome views and comments on such matters as:	
• how you enjoyed your visit • what benefit you feel you may have gained from visiting • what you did and didn't like • where you heard about us • how we might improve our visitors' experience.	Visitor surveys and feedback indicated high levels of customer satisfaction.

APPENDIX D: AUSTRALIAN PRIME MINISTERS CENTRE RESEARCH SCHOLARS

This appendix lists the scholars and projects that received support under the Australian Prime Ministers Centre research program in 2010–11.

Table 16 Australian Prime Ministers Centre fellows, 2010–11

Fellow	Project outline
Ms Caryn Coatney Academic, Curtin University	*John Curtin: Prime Minister and Journalist* Ms Coatney's research project assessed the impact of John Curtin's journalism strategies on successive government–media relationships. She concludes that Curtin bestowed a powerful media legacy for Australians by opening new democratic opportunities for public audiences to engage with the parliament and political leaders. The final outcome of Ms Coatney's project will be a scholarly publication for a general audience.
Mr Paul Davey Author and consultant	*The Country Party Prime Ministers* Mr Davey's research project will document the actions and decisions of the Australian Country Party's three prime ministers: Earle Page, Arthur Fadden and John McEwen. The popular belief is that all were interim leaders, yet all three inherited governments in deep crisis and took actions that made them more than titular prime ministers. Mr Davey will produce a printed manuscript for select distribution.
Mr Sam Malloy Coordinator, Chifley Home, Bathurst Regional Council	*Comparative study of prime ministerial homes* Mr Malloy undertook a comparative study of the three house museums in Australia that once served as homes to Australian prime ministers: Home Hill in Tasmania (Joseph Lyons), the Curtin Family Home (John Curtin) in Western Australia and the Chifley Home (Ben Chifley) in New South Wales. The intended outcome is a research paper, and a future exhibition and illustrated publication.
Dr Lyndon Megarrity Independent scholar	*The Politics of Northern Australia, 1945–1975* Dr Megarrity compared and contrasted the regional policies of former Labor prime ministers Ben Chifley and Gough Whitlam. The impact of these regional policies on the nation, and the way they reflect the changing views, attitudes and policies of the prime minister during the 1940s and 1970s, were also assessed. Dr Megarrity has submitted two articles for publication in scholarly journals.

Fellow	Project outline
Mr Bob Wurth Author and journalist Previous APMC Fellowship recipient, 2008–09	*The wartime legacy of John Curtin* Mr Wurth aims to produce a book on the wartime legacy to Australia of Prime Minister John Curtin. The book will assess and clarify Curtin's actions before and during the war with Japan, based on research into previously unpublished primary documentation held in Japan. The outcome will be a book.

Table 17 Australian Prime Ministers Centre summer scholars, 2010–11

Scholar	Research project
Miss Dawn Bolger PhD candidate in politics, University of Western Sydney	*The Menzies Government and the Hungarian Refugees: An Issue of Race?* Miss Bolger's project explored the approach and attitudes of the Menzies Government to the Hungarian refugees during 1956. The research undertaken formed the basis of a chapter in Miss Bolger's PhD thesis, as well as a paper intended for publication in an Australian journal.
Mr Thomas Caunce PhD candidate in politics, University of Adelaide	*Kevin Rudd PM: Making sense of an 'economic conservative' and Keynesian social democrat* Mr Caunce's research project related to his PhD thesis on the economic theories of former prime ministers Bob Hawke and Paul Keating. The intended outcome is a paper for publication in a refereed journal.
Ms Margaret Hutchison PhD candidate in history, Australian National University Former summer scholar at University of Adelaide and Australian War Memorial	*Politics and Painting: Prime Minister Bruce and First World War official war art* Ms Hutchison examined the role of Stanley Bruce and his government in commissioning official war art that informed national memory of the war in Australia during the First World War. The research contributed to a case study in Ms Hutchison's PhD thesis as well as an article intended for publication in an Australian history journal.
Mr Benjamin Rankin PhD candidate in politics, Swinburne University of Technology	*'Developmental Social Liberalism' – Alfred Deakin and Water Resources Politics in Australia.* Mr Rankin's project aims to examine Alfred Deakin's role in the formation of Victorian water legislation and how his knowledge of related issues transferred to the federal sphere. This research will result in an academic paper for publication in a refereed journal.

APPENDIX E: STAFFING

This appendix provides statistics on staffing, including numbers, gender, locations and salaries, as stipulated in the *Requirements for Annual Reports for Departments, Executive Agencies and FMA Act Bodies*. All staff were employed in the Australian Capital Territory.

Table 18 Staff members, by classification, gender and employment status, 30 June 2011

	Casual		Casual total	Full-time		Full-time total	Part-time		Part-time total	Grand total
	Female	Male		Female	Male		Female	Male		
APS 3	8	3	11	4	1	5	12	5	17	33
APS 4				5	2	7	1	1	2	9
APS 5				10	3	13		1	1	14
APS 6				11	4	15		1	1	16
EL 1				7	5	12	2		2	14
EL 2				4	2	6			0	6
PAO 3				1		1			0	1
SES 1				1	1	2			0	2
Agency head				1		1			0	1
Grand total	**8**	**3**	**11**	**44**	**18**	**62**	**15**	**8**	**23**	**96**

APS = Australian Public Service level; EL = Executive Level; PAO = Public Affairs Officer grade, SES = Senior Executive Service band

Table 19 Full-time equivalent staff members at 30 June 2010 and 30 June 2011

	2009–10			2010–11		
	Female	Male	Total	Female	Male	Total
APS 3	11.84	4.06	15.90	11.95	4.60	16.55
APS 4	5.60	4.60	10.20	5.60	2.60	8.20
APS 5	10.00	5.00	15.00	10.00	3.67	13.67
APS 6	7.00	4.72	11.72	11.00	4.84	15.84
EL 1	9.00	4.00	13.00	8.00	5.00	13.00
EL 2	1.00	–	1.00	4.00	2.00	6.00
PAO 3	4.00	3.00	7.00	1.00	–	1.00
SES 1	1.00	1.00	2.00	1.00	1.00	2.00
Agency head	1.00	–	1.00	1.00	–	1.00
Total	**50.44**	**26.38**	**76.82**	**53.55**	**23.71**	**77.26**

APS = Australian Public Service level; EL = Executive Level; PAO = Public Affairs Officer grade, SES = Senior Executive Service band

Note: Based on ongoing and non-ongoing staff (casual staff excluded).

Table 20 Terms and conditions of staff members, 30 June 2011

	Agency head	Enterprise agreement	s. 24(1) determination	Grand total
APS 3		33		33
APS 4		9		9
APS 5		14		14
APS 6		16		16
EL 1		14		14
EL 2		6		6
PAO 3		1		1
SES 1			2	2
Agency head	1			1
Total	**1**	**93**	**2**	**96**

APS = Australian Public Service level; EL = Executive Level; PAO = Public Affairs Officer grade, SES = Senior Executive Service band

Table 21 Salary ranges available under the enterprise agreement and s. 24(1) determinations, 30 June 2011

Level	Minimum ($)	Maximum ($)
APS 1	38,422	43,172
APS 2	45,762	48,508
APS 3	50,130	54,776
APS 4	56,423	60,863
APS 5	61,655	65,406
APS 6	67,371	77,570
EL 1	82,857	93,930
PAO	86,875	108,468
EL 2	105,308	123,723
SES 1	157,371	163,000

APS = Australian Public Service level, EL = Executive level, PAO = Public Affairs Officer, SES = Senior Executive Service band

Note: This table does not include the position of Director, whose remuneration is determined by the minister with advice from the Remuneration Tribunal.

APPENDIX F: FREEDOM OF INFORMATION

Reforms to the *Freedom of Information Act 1982* (FOI Act), including amendments to the reporting requirements, commenced on 1 November 2010 and 1 May 2011.

Prior to the reforms, s.8 of the FOI Act required each Australian Government agency to publish detailed information about the way it is organised, its powers, the kinds of decisions it makes, the documents it holds, the way members of the public can obtain access to those documents, and any arrangements for public involvement in the work of the agency. In this appendix, that information is provided for the period 1 July 2010 to 30 April 2011 inclusive.

Since 1 May 2011, agencies subject to the FOI Act have been required to publish information to the public as part of the Information Publication Scheme (IPS). The requirement is in Part II of the FOI Act and has replaced the former requirement to publish a s.8 statement in an annual report. An agency plan showing what information is published in accordance with the IPS requirements is accessible from the OPH website at *moadoph.gov.au/about/freedom-of-information/*.

SECTION 8 STATEMENT FOR THE PERIOD 1 JULY 2010 TO 30 APRIL 2011

INFORMATION ABOUT THE AGENCY

Relevant information regarding Old Parliament House's functions, organisation and operations is contained in the Overview section of the annual report.

POWERS

The agency makes decisions that affect members of the public. Those decisions are made having regard to the Heritage Management Plan 2008–13 and the Collection Management Policy.

CATEGORIES OF DOCUMENTS

The agency holds a large range of documents in the following categories:

- general policy—administrative files, consultants' reports, memorandums of understanding, agreements, submissions, guidelines for programs, financial records, staffing records, Chief Executive's Instructions, and tender evaluations and contracts
- specific—Advisory Council records; documents relating to the Australian Prime Ministers Centre research and scholarship program; and documents relating to the development and maintenance of exhibitions, visitor programs, collection development and maintenance, interpretation of the site and conservation and maintenance of the building and its heritage values
- parliamentary—briefing documents, ministerial submissions, policy advice and ministerial correspondence
- public—promotional and visitor information on the Museum of Australian Democracy and its programs.

FACILITIES FOR ACCESS

No formal arrangements exist for physical access to documents other than the promotional materials that are made available on the premises. A number of promotional documents and planning documents, such as the Corporate Plan and Heritage Management Plan, are made available for electronic access through the agency's website.

PROCEDURES AND CONTACT DETAILS

Members of the public seeking access to documents under the FOI Act should make a request in writing to the agency. Requests should include contact details and an Australian address to which notifications can be posted, and should be addressed to:

Freedom of Information Contact Officer
Old Parliament House
PO Box 7088
CANBERRA BC ACT 2610

Phone: (02) 6270 8245
Fax: (02) 6270 8235
Email: foi@moadoph.gov.au

Charges may apply for costs associated with processing applications.

Information about facilities for people with disabilities can be obtained from the FOI Contact Officer.

Decisions on whether original documents or copies will be made available will be made in consultation with the applicant.

ARRANGEMENTS FOR OUTSIDE PARTICIPATION

The Old Parliament House Advisory Council's advice is sought in the development and implementation of a wide range of policies and proposals.

The Heritage Management Plan requires management to maintain ongoing consultation with community and government bodies regarding any proposed actions that would affect the site's heritage values.

The agency also liaises with relevant groups and organisations on key common issues, policies and programs as appropriate. In particular:

- A wide range of relevant organisations are represented on the Round Table of Prime Ministerial Research and Collecting Agencies. The primary aim of this group is to foster cooperation and collaboration among member agencies in such areas as collection development, travelling exhibitions and public programs. The agency provides secretariat and coordination support for the group, which meets once each year.
- Relevant professional organisations and collecting agencies make up the selection panel for Australian Prime Ministers Centre fellowships and summer scholarships. The panel met twice in 2010–11.
- The Expert Reference Panel assists in the future development of the Museum of Australian Democracy and the Australian Prime Ministers Centre. The panel is ongoing, but had no meetings in 2010–11.
- Visitors are encouraged to provide feedback on their experiences, and their comments are taken into account in planning and developing programs. This includes a provision for online feedback, via the agency website, at *moadoph.gov.au/about/*.

APPLICATIONS RECEIVED IN 2010–11

The agency did not receive any applications under the FOI Act, or any requests for review by the Administrative Appeals Tribunal, during 2010–11.

APPENDIX G: OCCUPATIONAL HEALTH AND SAFETY

This appendix addresses the annual reporting requirements set out for Australian Government agencies in s. 74 of the *Occupational Health and Safety Act 1991* (OH&S Act).

ARRANGEMENTS

The agency continued to apply best practice in managing occupational health and safety (OH&S) across the agency, including providing OH&S awareness and occupation-specific training to employees and managers. Training was also provided for health and safety representatives, first aid officers, emergency wardens and harassment contact officers.

In promoting a healthy and supportive environment for staff, access was provided for staff and their families to the Employee Assistance Program. Staff were also offered access to school holiday programs which are managed by the Department of the Prime Minister and Cabinet and run by the YMCA. All staff and volunteers were offered free influenza vaccinations.

During the reporting period the OH&S Committee met on four occasions. Minutes of meetings were posted on the intranet. At the recommendation of the committee a new first aid room for staff was established.

MEASURES

Health and safety representatives undertook an annual inspection of the workplace to identify any non-compliant areas. All issues noted in the inspection that were considered 'high risk' were addressed.

INCIDENTS AND INVESTIGATIONS

Under s. 68 of the OH&S Act three minor accidents were reported to Comcare and one to Comcover. There were no investigations carried out or notices given under ss. 29, 45, 46 and 47 of the Act.

APPENDIX H: ECOLOGICALLY SUSTAINABLE DEVELOPMENT

This appendix addresses the annual reporting requirements contained in s. 516A of the *Environment Protection and Biodiversity Conservation Act 1999*.

Old Parliament House's outcome and programs contribute to ecologically sustainable development (ESD) both by conserving and maintaining unique heritage assets for future generations and by promoting awareness of the economic, environmental, social and equitable considerations that have shaped decision making and development in Australia.

The agency's heritage management framework, including the Heritage Management Plan and the Heritage Actions Committee, ensures that the principles of ESD are considered when the agency makes decisions that may affect the heritage values and environment of the building and its surroundings.

A preliminary environmental and energy audit has been conducted to aid in the development of the agency's Environmental Management Plan. The audit and plan will assist the agency in identifying areas to improve efficiencies in all aspects of environmental management.

The Facilities Section is responsible for building management and ensures that building operations are effectively managed to gain maximum operational energy performance and meet the Australian Government's energy intensity targets set out in the 2006 Energy Efficiency in Government Operations Policy. The Facilities Section is also responsible for building development, and ensures that all major refurbishments of Old Parliament House meet the minimum energy performance standard set out in the policy.

Table 22 lists measures carried out in 2010–11 to minimise the impact of the agency's activities on the environment.

Table 22 Environmental measures in place, 2010–11

Category	Measures
Energy efficiency	To maximise energy efficiency, the following principles were applied: • Where practical, purchase equipment that has an Energy Star standard of 4 stars or better. • Use energy management options that enable office equipment to power down when not in use. • Energy-intensive or unapproved electrical items are not allowed for personal use. Other energy-saving measures included: • switching off non-essential lights at appropriate times • use of curtains or blinds at appropriate times to maximise the effectiveness and efficiency of airconditioning and heating systems • replacing lighting in the House of Representatives and Senate chambers with LED lighting • commencing an upgrade of the LED emergency lighting system • reducing active times for motion-activated lighting.
Water conservation	A review of water-saving practices commenced, and: • water conservation measures were introduced where possible, having regard to heritage responsibilities • local government water restriction policies and plans were complied with.
Paper use	Equitrac Follow-You Printing® print management software was introduced to reduce the amount of paper used.

APPENDIX I: AGENCY AND OUTCOME RESOURCES

This appendix provides details of the agency's resources and expenses in 2010–11, as required by the Joint Committee of Public Accounts and Audit *Requirements for Annual Reports for Departments, Executive agencies and FMA Act Bodies*, June 2011.

Table 23 Agency Resource Statement, 2010–11

		Actual available appropriation 2010–11 $'000	-	Payments made in 2010–11 $'000	=	Balance remaining 2010–11 $'000
Ordinary annual services						
Departmental appropriation						
Prior year departmental appropriation[1]		3,126		519		2,607
Capital budget[2]		709		125		584
Departmental appropriation[3]		13,755		12,825		930
Total		**17,590**		**13,469**		**4,121**
Administered expenses						
Prior year Administered appropriation[4]		1,093		1,093		-
Capital budget[2]		2,000		1,246		754
Total		**3,093**	**-**	**2,339**	**-**	**754**
Total ordinary annual services	**A**	**20,683**		**15,808**		**4,875**
Departmental non-operating						
Equity injections[5]		52		30		22
Prior year equity injection		314		107		207
Total		**366**		**137**		**229**

		Actual available appropriation 2010–11 $'000	-	Payments made in 2010–11 $'000	=	Balance remaining 2010–11 $'000
Administered non-operating						
Administered Collection Development						
Budget		154		143		11
Total		**154**		**143**		**11**
Total other services	**B**	**520**		**280**		**240**
Total available annual appropriations		**21,203**		**16,088**		**5,115**
Total resourcing A+B		**21,203**		**16,088**		**5,115**

1 Balance carried from previous year for annual appropriations.

2 The Departmental Capital Budget of $709,000 and Administered Capital budget of $2 million which replaces depreciation funding.

3 Appropriation Bill (No.1) 2010–11.

4 Appropriation Bill (No.1) 2009–10 and carried forward Bill 2 funding from 2008–09 and 2009–10.

5 Appropriation Bill (No. 2) for departmental Heritage and Cultural capital development budget of $52,000 p.a. and additional $314,000 agency capital funding.

Note: All figures are GST exclusive.

Table 24 Expenses and resources for Outcome 1, 2010–11

	Budget 2010–11 $'000 (a)	Actual 2010–11 $'000 (b)	Variation 2010–11 $'000 (a – b)
Outcome 1: An enhanced appreciation and understanding of the political and social heritage of Australia for members of the public, through activities including the conservation and upkeep of, and the provision of access to, Old Parliament House and the development of its collections, exhibitions and educational programs.			
Program 1: Old Parliament House[1]			
Administered expenses			
Ordinary annual services (Appropriation Bill No. 1)	2,000	1,407	593
Other services (Appropriation Bill No. 2)	154	139	15
Special appropriations (Section 28)	0	(17)	17
Departmental expenses			
Ordinary annual services (Appropriation Bill No. 1)[2]	13,755	13,661	94
Ordinary annual services (Appropriation Bill No. 1)—Departmental Capital Budget	709	125	584
Other services (Appropriation Bill No. 2)	52	52	0
Revenues from independent sources (Section 31)	0	(29)	29
Expenses not requiring appropriation in the Budget year	579	455	124
	17,249	**15,793**	**1,456**

	2008–09	2009–10	2010–11
Average staffing level (number)	**78**	**74**	**77**

1 OPH has one outcome and one program under the reporting framework and this table is consistent with the requirements of that framework.

2 Departmental expenses have been offset by other gains to the extent the gains offset expenses.

APPENDIX J: GRANT PROGRAMS AND CONSULTANCY SERVICES

This appendix provides statistics on grant programs and consultancies, as stipulated in the *Requirements for Annual Reports for Departments, Executive Agencies and FMA Act Bodies.*

GRANT PROGRAMS

Old Parliament House managed no grant programs, and as a result made no grants, in 2010–11.

CONSULTANCY SERVICES

Table 25 (page 158) provides details of all consultancy contracts let by the agency in 2010–11 to the value of $10,000 or more (inclusive of GST).

Table 25 Consultancy contracts let to the value of $10,000 or more, 2010–11

Consultant name	Description	Contract price—GST inclusive ($)	Selection process[1]	Justification[2]
AECOM Australia Pty Ltd	Development of the Environmental Management Plan	23,232.00	Panel	B
Colmar Brunton Pty Ltd[3]	Branding online research	13,750.00	Panel	B
Draftfcb Melbourne Pty Ltd[3]	Implementation of the 2010–11 and 2011–12 awareness campaign	192,500.00	Panel	B
Eric Martin and Associates	Scoping of roof areas for render repair and paint upgrade	14,850.00	Panel	B
Fenton Strategic Communications Pty Ltd	Risk mitigation and media activity parts A and B	48,730.00	Panel	B
GHD Pty Ltd	Fire service consultancy	20,625.00	Panel	B
GHD Pty Ltd	Scoping, construction and project management of fire services	23,265.00	Panel	B
Market Attitude Research Services Pty Ltd[3]	Evaluation of on-site learning programs, internal branding, exit surveys and guided tour	32,505.00	Direct Sourcing	B
Porter Novelli Australia Pty Ltd	Development of four uncensored conversation sessions	38,500.00	Direct Sourcing	B

1 Explanation of selection process terms drawn from the *Commonwealth Procurement Guidelines* (December 2008):

Open Tender: A procurement procedure in which a request for tender is published inviting all businesses that satisfy the conditions for participation to submit tenders. Public tenders are generally sought from the Australian Government AusTender internet site.

Select Tender: A procurement procedure in which the procuring agency selects which potential suppliers are invited to submit tenders (this includes tenders submitted through Multi Use Lists). This procurement process may only be used under certain defined circumstances.

Direct Sourcing: A form of restricted tendering, available only under certain defined circumstances, with a single potential supplier or suppliers being invited to bid because of their unique expertise and/or their special ability to supply the goods and/or services sought.

Panel: An arrangement under which a number of suppliers, initially selected through an open tender process, may each supply property or services to an agency as specified in the panel arrangements. Quotes are sought from suppliers that have prequalified on the agency panels to supply to the government. This category includes standing offers and supplier panels where the supply of goods and services may be provided for a pre-determined length of time, usually at a pre-arranged price.

2 Justification for decision to use consultancy:

A—skills currently unavailable within agency

B—need for specialised or professional skills

C—need for independent research or assessment

3 Advertising and market research consultancy, also listed in Table 26 in Appendix K.

APPENDIX K: ADVERTISING AND MARKET RESEARCH

This appendix addresses the annual reporting requirements contained in s. 311A of the *Commonwealth Electoral Act 1918*.

The total payment by Old Parliament House to advertising and market research organisations in 2010-11 was $372,447 (GST inclusive), and comprised payments to:

- advertising agencies
- market research organisations
- public relations agencies
- media advertising organisations.

Table 26 lists the individual payments of more than $11,500 made in 2010–11 (including GST).

During 2010–11, the agency conducted no advertising campaigns within the definitions of the *Guidelines on Information and Advertising Campaigns by Australian Government Departments and Agencies*. All advertising was for non–campaign purposes, primarily to publicise the agency's exhibitions, public programs and other visitor services.

Table 26 Payments of more than $11,500 for advertising and market research, 2010–11

Company Name	Type of Organisation	Purpose	Amount (GST inclusive)
Adcorp Australia Ltd	Media Advertising Organisation	Placement of press advertisements promoting the museum and exhibitions	$64,788
Colmar Brunton Pty Ltd	Market Research Organisation	Branding online research	$13,750
Draftfcb Melbourne Pty Ltd	Advertising Agency	Digital marketing services	$181,500 (2010-11 expenditure –full allocation is $192.500)
Fenton Strategic Communications Pty Ltd	Market Research Organisation	Media relations services	$31,946
Foxtel Management Pty Ltd	Advertising Agency	History Channel partnership	$15,950
Goosebumps Pty Ltd	Advertising Agency	Creative campaigns to promote the museum and exhibitions	$23,628
McCann Worldgroup Pty Ltd	Media Advertising Organisation	Placement of television advertisements	$17,760
Mediabrands Aust PL t/as Universal McCann	Media Advertising Organisation	Placement of television advertisements	$17,141
Market Attitude Research Services Pty Ltd	Market Research Organisation	Conduct exit surveys for guided tours, mystery shopping and student teacher surveys	$32,505

REFERENCES

GLOSSARY AND ABBREVIATIONS LIST

APMC	Australian Prime Ministers Centre
APS	Australian Public Service
CCTV	closed circuit television
EPBC Act	*Environment Protection and Biodiversity Conservation Act 1999*
ESD	ecologically sustainable development
FMA Act	*Financial Management and Accountability Act 1997*
FOI Act	*Freedom of Information Act 1982*
GST	goods and services tax
ICT	information and communications technology
IPS	Information Publication Scheme
OH&S Act	*Occupational Health and Safety Act 1991*
Public Service Act	*Public Service Act 1999*
RFID	radio frequency identification

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